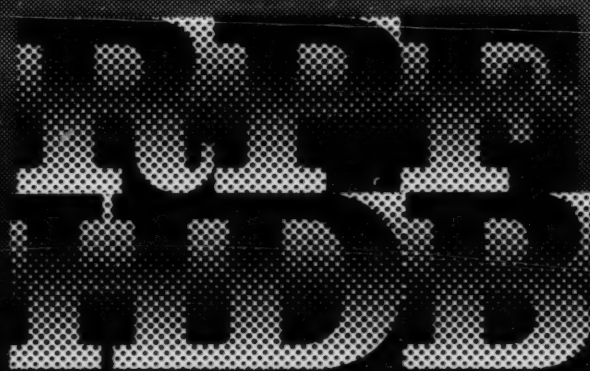


INFORMATION SYSTEMS DESIGN AND OPERATION MANUAL

REGIONAL PLANNING FILE & HOUSING DATA BASE



METROPOLITAN TORONTO PLANNING DEPARTMENT-RESEARCH DIVISION

INFORMATION SYSTEMS MANUAL

SYSTEMS DESIGN AND OPERATION

REGIONAL PLANNING FILE (R.P.F.)

AND

HOUSING DATA BASE (H.D.B.)

**Metropolitan Toronto Planning Department
Research Division
June 1985**

TABLE OF CONTENTS

	<u>Page</u>
1. INTRODUCTION	1.1-1.3
2. CREATION OF THE REGIONAL PLANNING FILE	
. Overview	2.1
. File Layout	2.2-2.5
. CREATE Program	2.6-2.19
. DIAGEXCP Program	2.20-2.23
. UPDATE	2.24-2.35
. CONEDIT Program (Conversion File Update)	2.36-2.39
. JOB CONTROL LANGUAGE PROCEDURES	2.40-2.41
. CREATE Regional Planning Data Bank (R.P.D.B.)	2.42-2.43
3. CREATION OF THE HOUSING DATA BASE	
. Overview	3.1
. High Level Description of CREATE	3.2-3.14
. Error Messages from H.D.B.	3.15-3.20
. Flowcharts for CREATE Phase	3.21-3.47
4. BASIC REPORT PROGRAMS	
. High Level Design of Report Programs	4.1-4.11
. Population P.1 Series	4.12-4.13
. Land Use P.2 Series	4.14-4.18
. Housing and Household P.4 Series	4.18-4.28
. Assessment P.5 Series	4.29-4.31
. Farm Soil P.6 Series	4.32-4.33
. Consolidated Population MSERIES 1	4.34-4.38
5. SYSTEMS OPERATION	
. Mnemonic Titles of all Programs	5.1-5.2
. S.A.S Files	5.3-5.6
. Conversion File	5.7-5.29
. R.P.F. Create	5.30-5.36
. H.D.B. Create	5.37-5.44
. R.P.F Reports	5.45-5.53
. H.D.B. Reports	5.54-5.93
. R.P.D.B. Create	5.94-5.95
6. APPENDIX	
(A) Polygon Definitions	6.1-6.2
(B) S.A.S. Card Type Format	6.3-6.11
(C) R.P.F. File Layouts	6.12-6.18
(D) H.D.B. File Layouts	6.19-6.24
(E) R.P.D.B. File Layouts	6.25-6.30
(F) Reference Maps	6.31-6.34

SECTION 1

INTRODUCTION



SECTION 1

INTRODUCTION

This is the second of two Information Systems Manuals on the Regional Planning File and Housing Data Bank. This manual combines and replaces the information previously found in the System's and User's Manuals. The descriptions here are those of the system as it exists in Metropolitan Toronto.

This manual details the following areas of the system:

- . The Regional Planning File Create;
- . The Housing Data Bank Create;
- . R.P.F. and H.D.B. Exception Program;
- . Conversion File Update;
- . The Basic Report Programs;
- . Job Control Commands and Procedures;
- . Systems Operations.

The high level design of the system is described in the accompanying sections. The following two flow charts are only the overall picture of the R.P.F. and H.D.B.

It is intended that this manual be updated as changes in the system occur and, therefore, anyone wishing to use this system should always make sure that they have the latest updates in their manuals.

One of the major reasons for developing this Housing Data Base was to better satisfy the need for information on the composition of households and family structures within those households.

FIGURE 1

THE REGIONAL INFORMATION SYSTEM

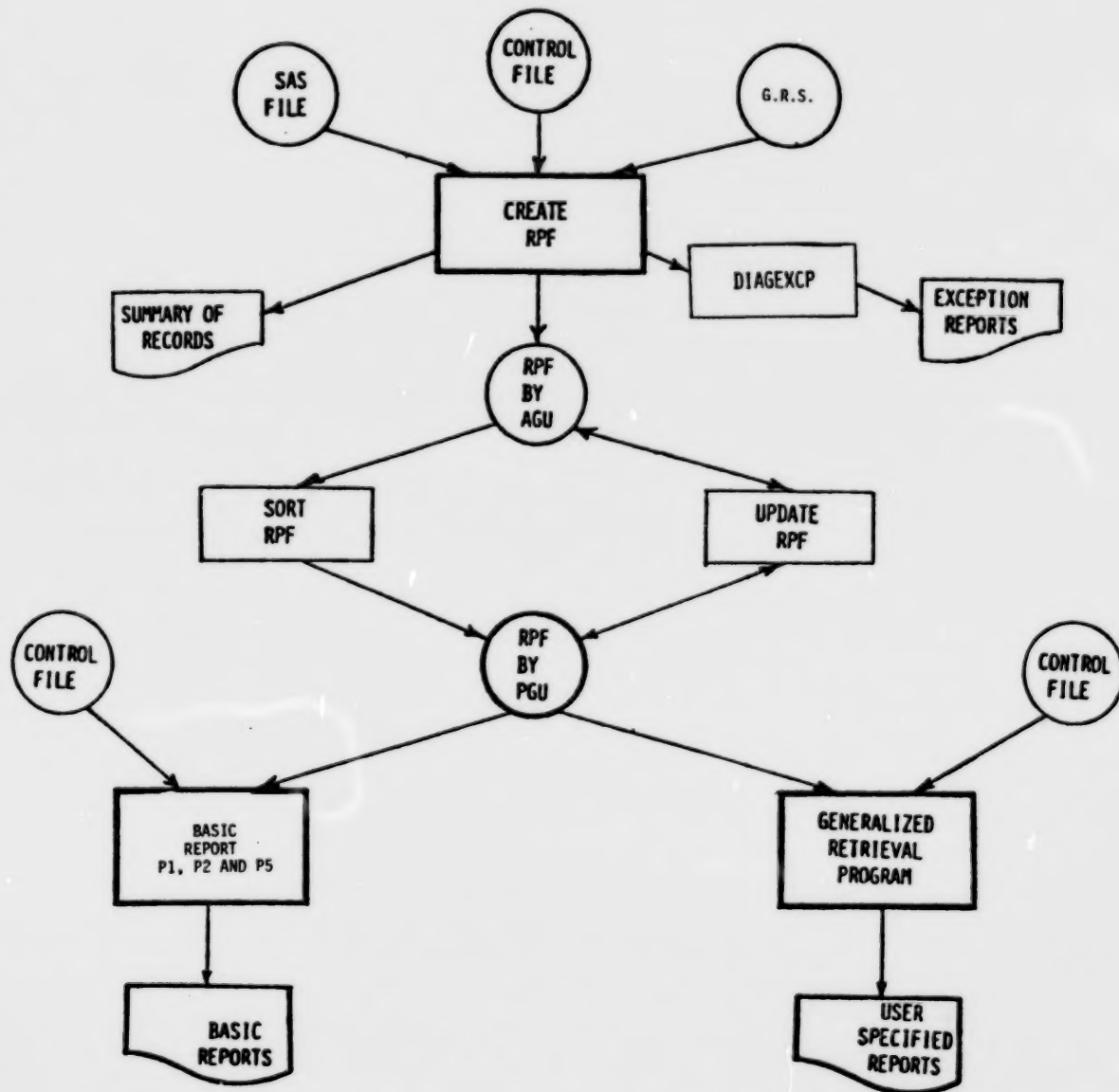
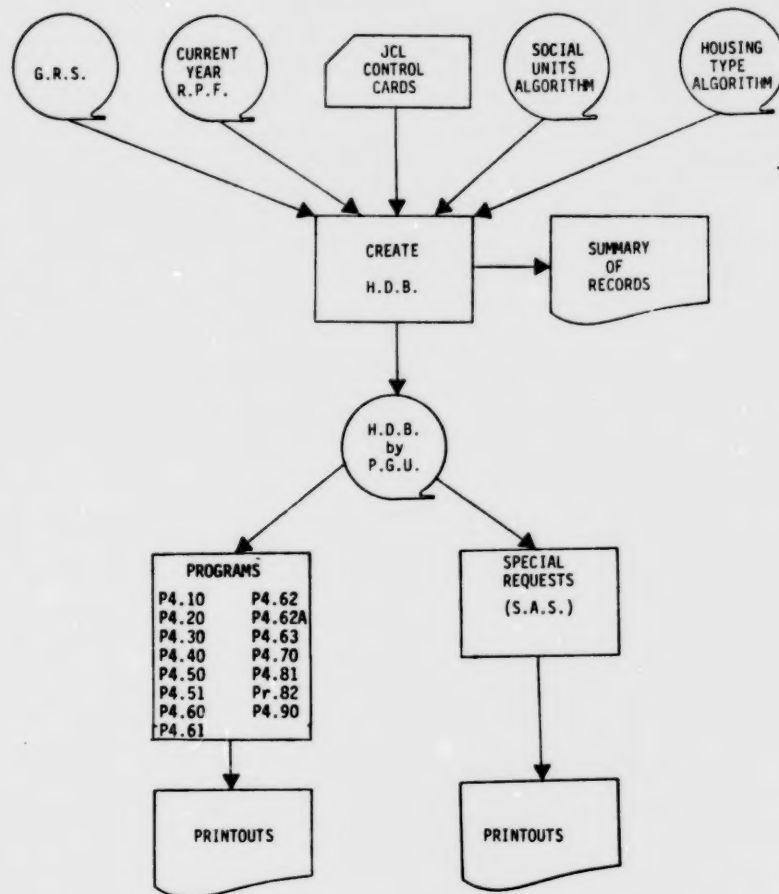


FIGURE 2

HOUSING DATA BASE
(H.D.B.)



SECTION 2

CREATION OF THE REGIONAL PLANNING FILE

SECTION 2 CREATION OF THE REGIONAL PLANNING FILE

2.1 OVERVIEW OF REGIONAL PLANNING FILE CREATION

The software system for creating the Regional Planning File (R.P.F.) Data Bank consists of three programs, namely:

CREATE, DIAGEXCP and UPDATE

- (i) The CREATE program constructs the R.P.F. from the Standard Assessment System (S.A.S.) File provided by the Ministry of Revenue and the Conversion File prepared by the Regions. It also produces a Summary of Records and five types of Diagnostic Messages.
- (ii) The DIAGEXCP program allows the user to specify which type(s) of diagnostic messages should be formatted and printed.
- (iii) The UPDATE program provides the user with the capability to modify or update records in the R.P.F. after its creation.

The high-level logics of these three programs are described in the following sub-sections.

A fourth program involved in the creation of the R.P.F. is the CONEDIT. Its function is to provide editing and updating of the conversion file. (see Section 2.6)

2.2 LAYOUT OF REGIONAL PLANNING FILE

Logical records in the R.P.F. are of variable length with a five-tier fixed format as shown in Figure 2.1. Each logical R.P.F. records represents a property record (1st tier), a number of farm soil records (2nd tier), structure records (3rd tier), occupant records (4th tier) together with associated individual records (5th tier). The format for the property, farm soil, structure, occupant and individual records are given in Appendix A.

In order to reduce input/output of records, to facilitate searching and sorting by Assessment Geographical Unit (A.G.U.) or Planning Geographical Unit (P.G.U.) and to optimize storage utilization, each logical R.P.F. record is implemented as one or more physical records which are called sections. A section consists of:

- (a) section header: it includes all fields in A.G.U. and P.G.U., section number and section length.
- (b) section body: it can have at most 1 property record, 1 to 9 farm soil records, 0 to 9 structure records, and a number of occupant and individual records.

See Figure 2.2 and 2.3. To optimize efficiency in processing, all records of a property should be packed into as few sections as possible (see section lengths defined in Appendix C).

FIGURE 2.1

A LOGICAL R.P.F. RECORD

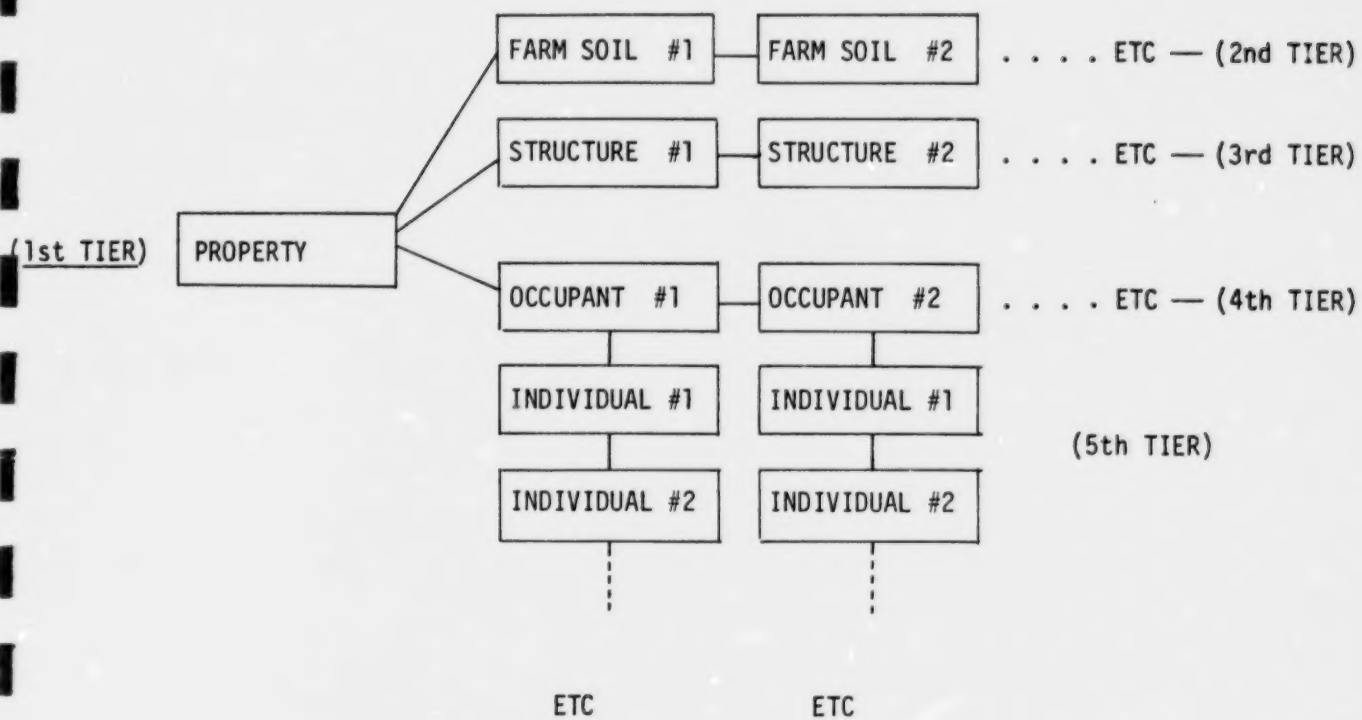


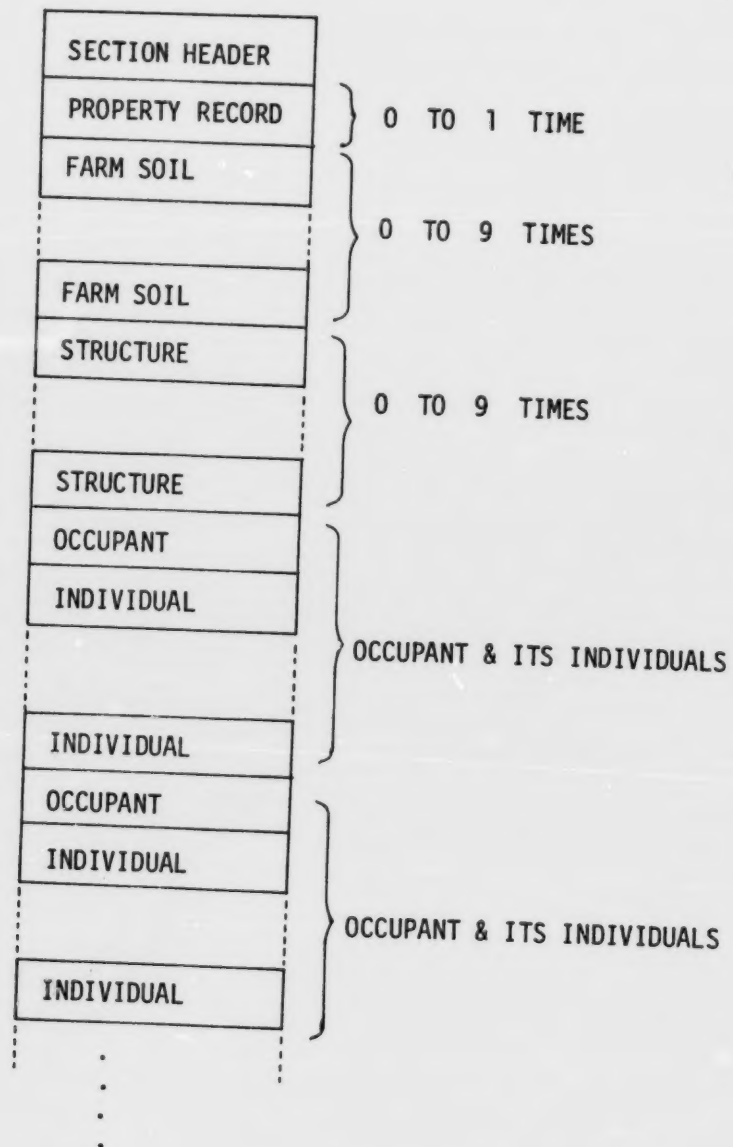
FIGURE 2.2

SECTION HEADER

CNTY	MUNC	MAP	DIV	SDIV	ROLSB	MPD	BPU	BLOCK	SECTION NUMBER	SECTION LENGTH	
2	2	2	1	3	5	3	3	5	4	4	Number of characters

FIGURE 2.3

A PHYSICAL RECORD/SECTION IN R.P.F.



2.3 THE CREATE PROGRAM

The Regional Planning File is constructed from the Standard Assessment System File and the Conversion File (generated from the Geographical Referencing System (G.R.S.)) by running the program CREATE.

(A) INPUT:

- Standard Assessment System (S.A.S.) File from the Ministry of Revenue. For S.A.S. card type formats see Appendix B;
- Conversion File in Format 1 (also known as A.G.U. to Polygon Sets File) prepared by a Region or Municipality;
- Control File specifying various control parameters.

(B) CONTROL PARAMETERS:

The following control parameters must be specified in the Control File: (See form layout pages 5.29 to 5.31).

- 8 control parameters are provided for specifying whether the eight polygon sets are present in the Conversion File;
- 1 control parameter to indicate whether old frontage and site area values are in the Conversion File for checking against current values in the R.P.F.;
- section length should be specified in accordance to guidelines in the User's Manual;
- number of lines/page in printing the Summary of Records;
- year of the Conversion File;
- year of the S.A.S. File;
- five counters indicating the maximum number of different types of error messages to be printed;
- maximum number of Type 5 errors allowed before the program is terminated, this is the S.A.S. File edit for missing card types.

(C) OUTPUT:

- Regional Planning File (R.P.F.);
- Summary File containing a summary of records in the R.P.F. created.
- Diagnostic File containing five types of unformatted diagnostic messages generated in the creation of the R.P.F.

- Message File containing messages regarding the execution of CREATE.

(D) SPECIAL NOTES:

- (1) In creating the R.P.F. the following criteria are used for each of the cards in the S.A.S. File:

AA CARD - PROPERTY CREATION CARD

All elements are to be copied, except for the Reference Number, into the PROPERTY RECORD. Each time an AA card appears on a primary entry, a new Property is established.

BB CARD - PROPERTY DATA CARD

All elements are to be copied, except for Site Improvement and Special Features Code, into the PROPERTY RECORD.

SITE AREA - Total site area for the property is always shown on the primary entry. All site areas on subordinate entries to be disregarded as they are included on the primary.

If a property exists then there should be a lot area and property code indicated on the 'BB' card. If the 'BB' card is missing both indicators for missing lot area and missing property code, on the Summary of Records, should be incremented by 1. Also a message on Exception Report 5 should indicate a 'BB' card missing.

If a 'BB' card exists, the lot area and property code fields should be checked for valid information, and if missing, the appropriate count on the Summary of Records is incremented.

CC CARD - STRUCTURE DATA CARD

All elements are to be copied on to a STRUCTURE RECORD. As each CC card is read, add count of one to "NSTRUCT".

If in relation to specified property codes -

201, 210, 211, 221, 231, 241, 243, 245, 301, 302, 303, 311, 312, 322, 332, 333, 334, 335, 336, 340, 350, 360, 370, 381, 382, 391, 392, 395, 400, 401, 410, 420, 421, 430, 431, 432, 440, 450, 460, 470, 471, 510, 520, 530, 540, 550, 560, 570, 580, 600, 700, 800, 999

'CC' card is missing, then the year of construction and total floor area should both be indicated as missing. Also a message on Exception Report 5 should indicate a 'CC' card missing. Alternatively, a 'CC' card could exist, but the year of construction or total floor area fields could be missing and should be appropriately indicated on the Summary of Records.

DD CARD - SOIL PARCEL CARD

All elements are to be copied on to a FARM SOIL RECORD. As each DD card is processed, a count of one is added to every "NFSTP".

GG CARD - NAME DATA CARD

Data from GG cards goes onto the R.P.F. Property, Occupant and Individual records as appropriate. For any entry (primary or subordinate) all GG cards must be read.

- (a) The name in the first primary card goes into property owner name (PROWN) in the Property record. The name in the first subordinate entry will then go into Occupancy name (OCNAME).

NOTE: It is possible for it to be the same as "PROWN". Where there is no subordinate entry, create an occupant record regardless of 'U' or non 'U' in residency code.

If the residency code is a non 'U' in the primary entry, the first name then becomes PROWN. If all GG cards have code 'U', then the first name goes in PROWN, OCNAME and also first INAME.

- (b) In subordinate entries, if all have a residency code of 'U' then the first name goes into OCNAME as well as INAME. If there are non 'U's present, then the first non 'U' is placed in OCNAME and the name with first 'U' goes into INAME.
- (c) For each 'U' read in the GG card, add a count of 1 to 'NINDIV' in Occupant Record to which it applies and create appropriate file of Individuals.
- (d) An individual record is generated from a GG card only if its RESCOD = U. The identifier field of a GG card is not used as a means of identifying individuals. It is used to record sex of individual on an occupant record and associated individual records generated from a primary entry are discarded if there are subordinate entries.

HH CARD - MAILING ADDRESS CARD

The establishment name (mailing address on S.A.S.) is picked up for each primary and subordinate entry and entered on the property and occupant record respectively.

JJ CARD - MAILING ADDRESS

Not used for R.P.F. creation.

KK CARD - PROPERTY LOCATION CARD

All elements are to be copied on to the R.P.F. Property record from the first primary 'KK' card, if it exists. From subsequent 'KK' subordinate cards, the Unit Number (UNIT - NO.) is entered on the Occupant record.

LL CARD - SHORT DESCRIPTION CARD

The Short Description from the first primary 'LL' card is to be copied on to the Property record. All sub-ordinate 'LL' cards are to be disregarded.

MM CARD - COMMENT CARD

The Comment field is copied to the property record and occupant record for all primary and subordinate records respectively.

PA CARD - ASSESSMENT CONTROL CARD

All elements are to be entered either in the Property or Occupant Record except for the Sequence Number and Business Percentages.

From primary entries, the following elements are entered into the Property record; Authority for Change (ACHANGE), Realty Reason for Change (RCHANGE), Realty Effective Date of Change (RDATE), Business Reason for Change (BCHANGE) and Business Effective Date of Change (BDATE). All data from subordinate 'PA' Cards goes in to the Occupant record.

PB CARD - ASSESSMENT VALUE CARD

All elements are used except for the Sequence Number on the Occupant Record.

- (2) Two files are used internally by the CREATE program. They are the TEMP and SECTION files. An occupant record cannot be outputted until its associated individual records have been created, since it has a field for the number of individuals belonging to that occupancy. This calls for using the TEMP file to store the individual records generated. Since the property record is in the first section of a property and it has a field for the number of occupant records, the first section of a property cannot be outputted until all other sections are constructed. Hence another file called SECTION is needed for temporary storage of sections if a property has more than one section.
- (3) In order to edit for missing rental floor area where it should exist, reading on the occupant record, if the REALTY TAX CLASS is COMMERCIAL, then read the OCCUPANCY STATUS and if it is TENANT, there should be valid data in the RENTAL FLOOR AREA field; if not, increase the count of missing rental floor area by one.

(E) ALGORITHM:

The creation of the R.P.F. from the S.A.S. and Conversion Files is explained in Figures 2.4 through 2.12 in a hierarchical manner with several levels of details. To understand the overall design, the reader is recommended to start at the highest level and proceed to subsequent levels when necessary.

FIGURE 2.4

CREATION OF THE REGIONAL PLANNING FILE

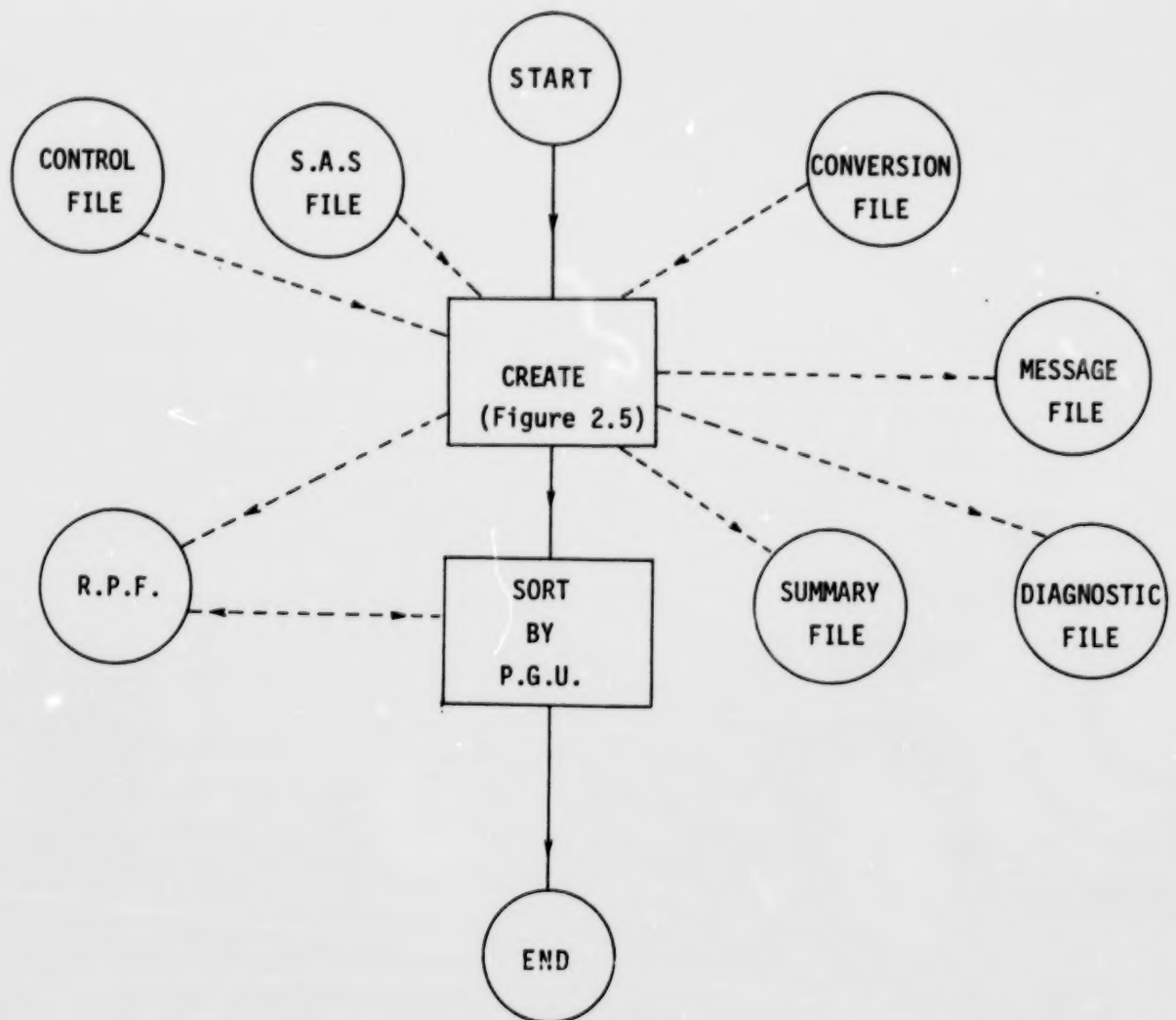
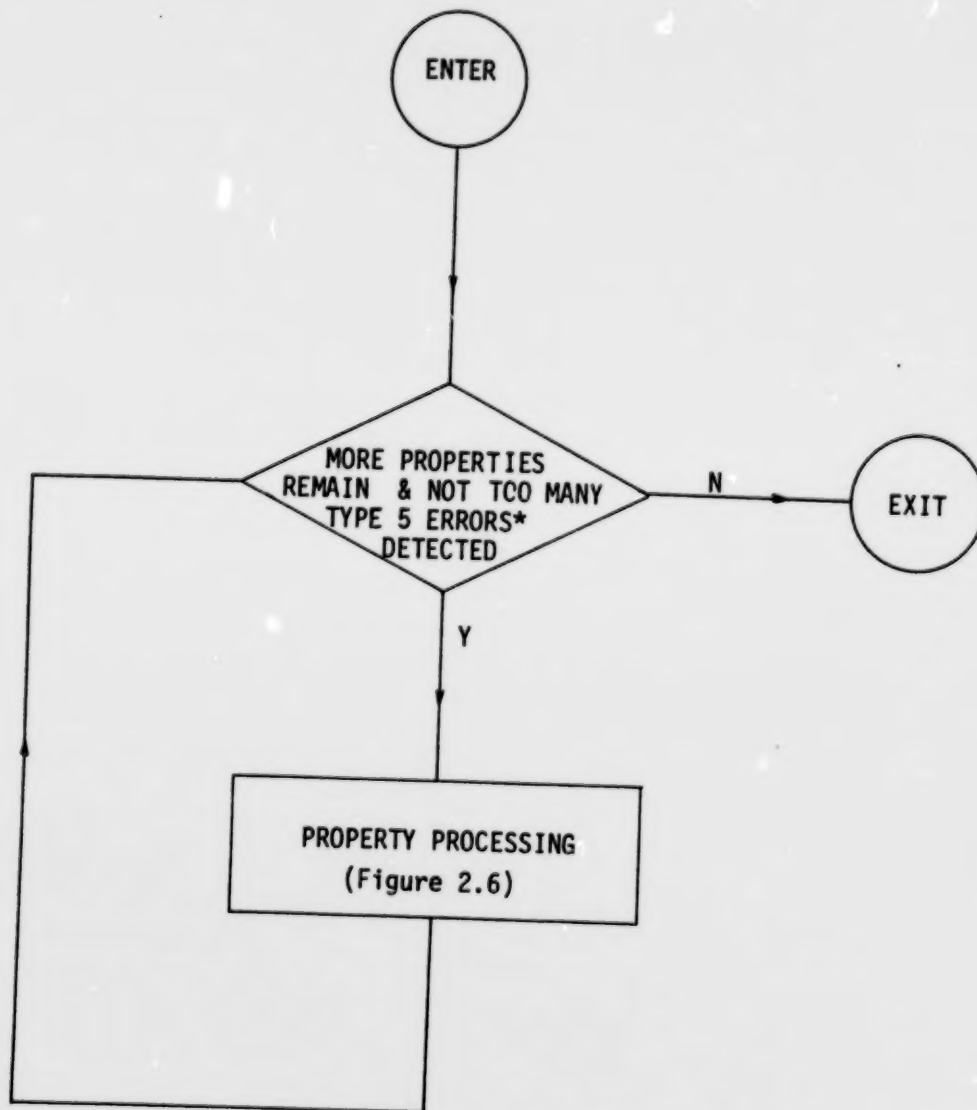


FIGURE 2.5

CREATE PROGRAM



* TYPE 5 ERRORS ARE EXPLAINED IN SECTION 2.4

FIGURE 2.6

PROPERTY PROCESSING

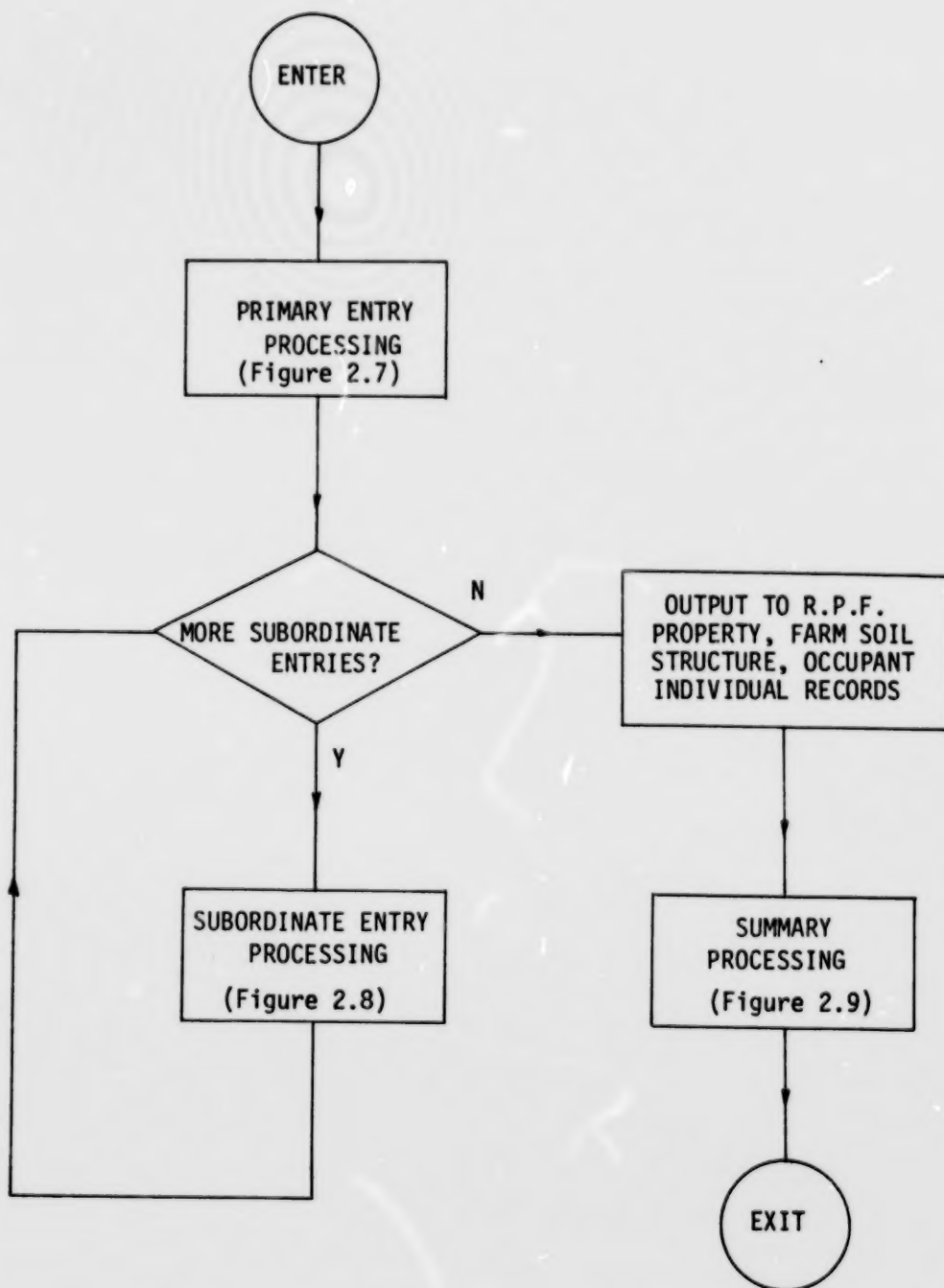


FIGURE 2.7

PRIMARY ENTRY PROCESSING

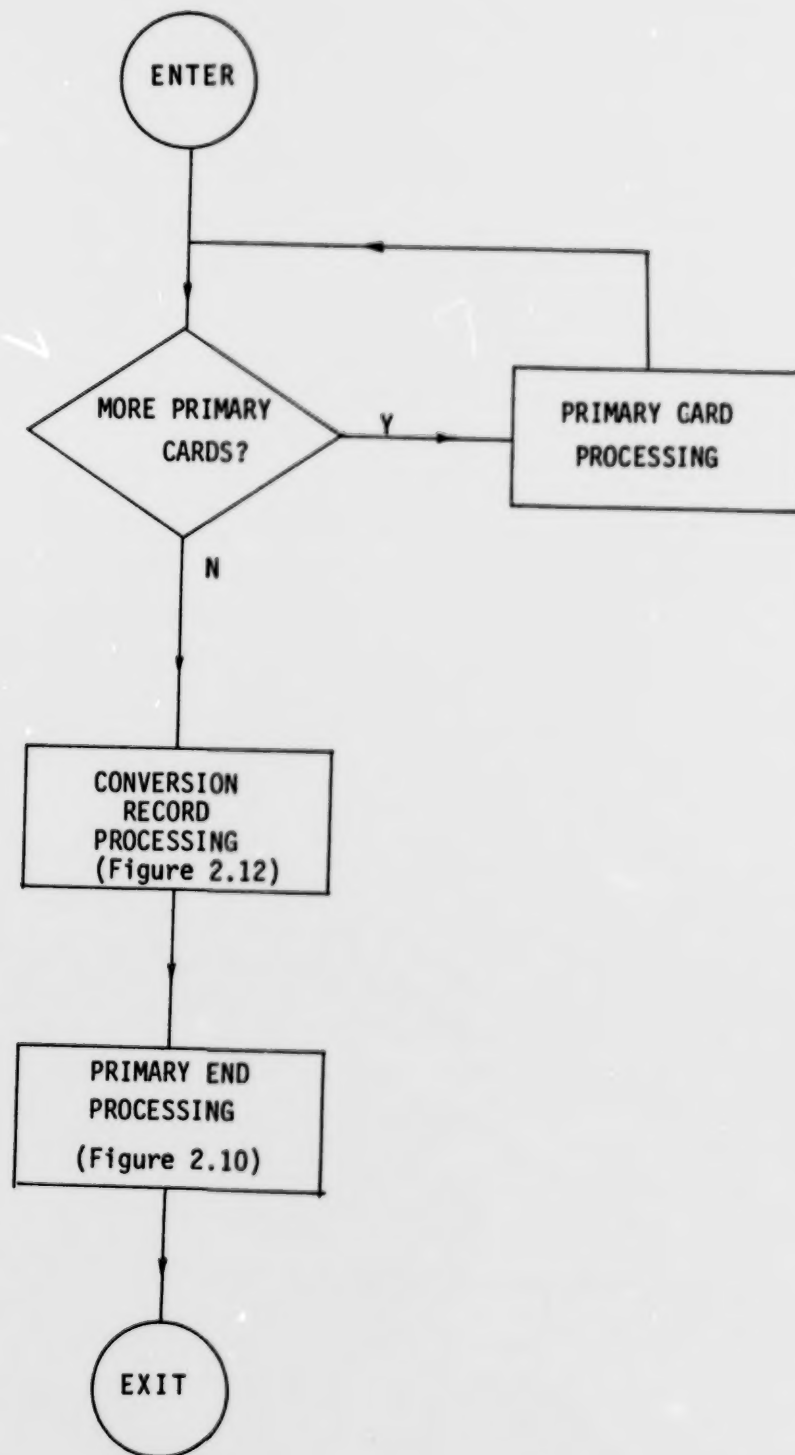


FIGURE 2.8

SUBORDINATE ENTRY PROCESSING

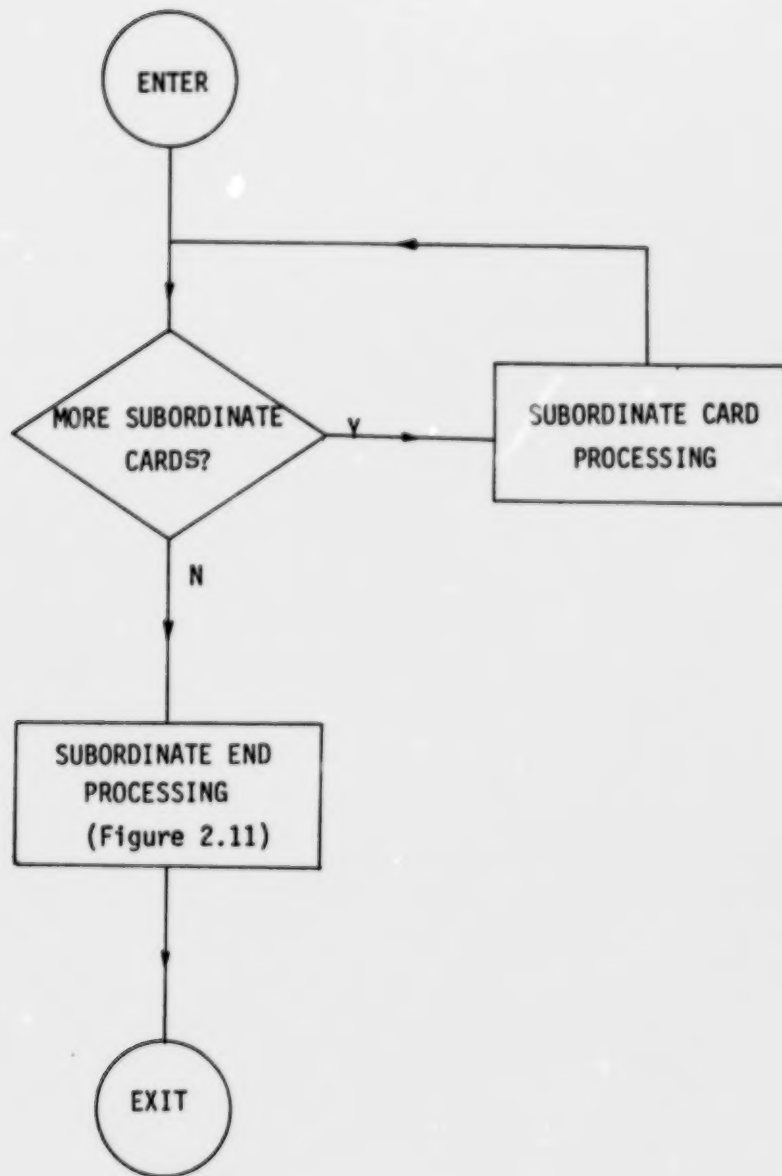


FIGURE 2.9

SUMMARY PROCESSING

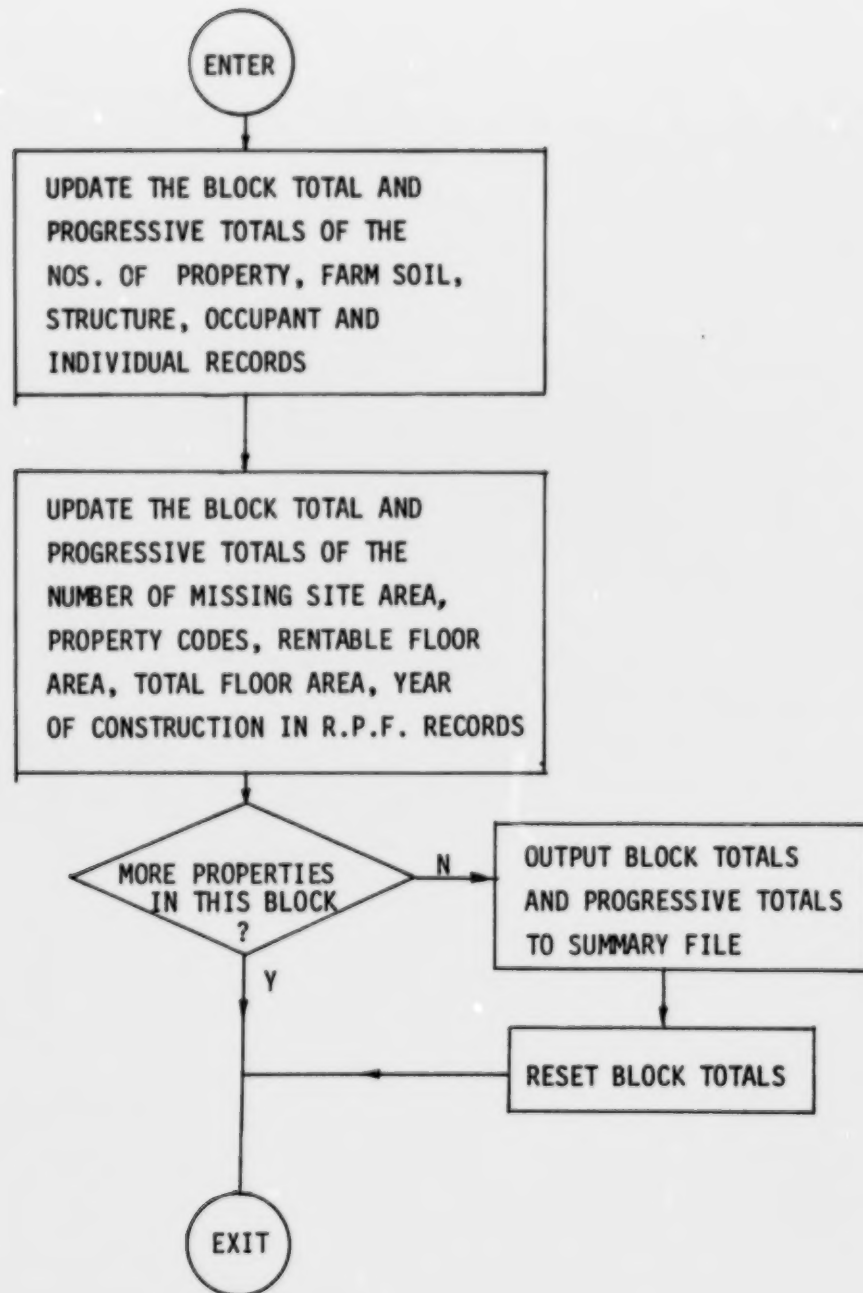


FIGURE 2.10

PRIMARY END PROCESSING

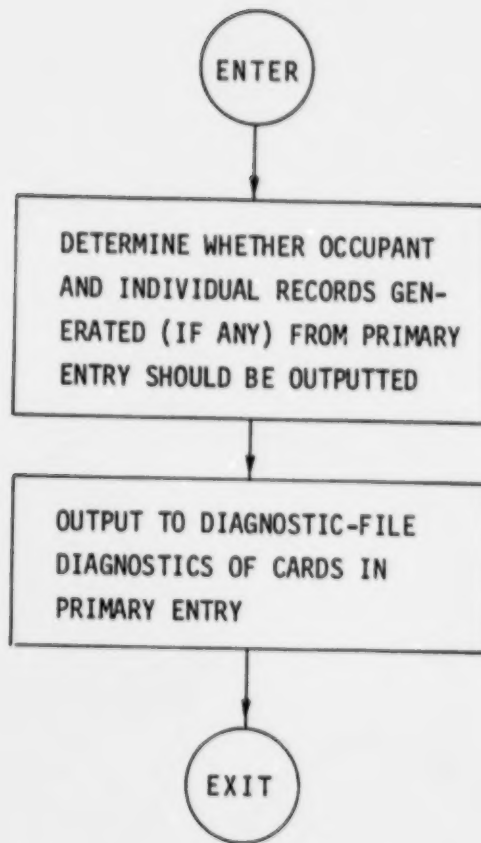


FIGURE 2.11

SUBORDINATE END PROCESSING

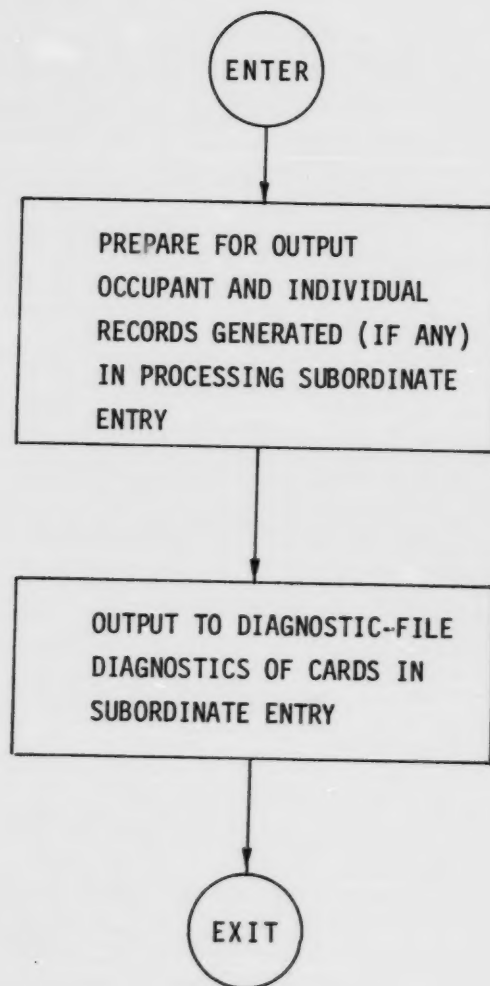
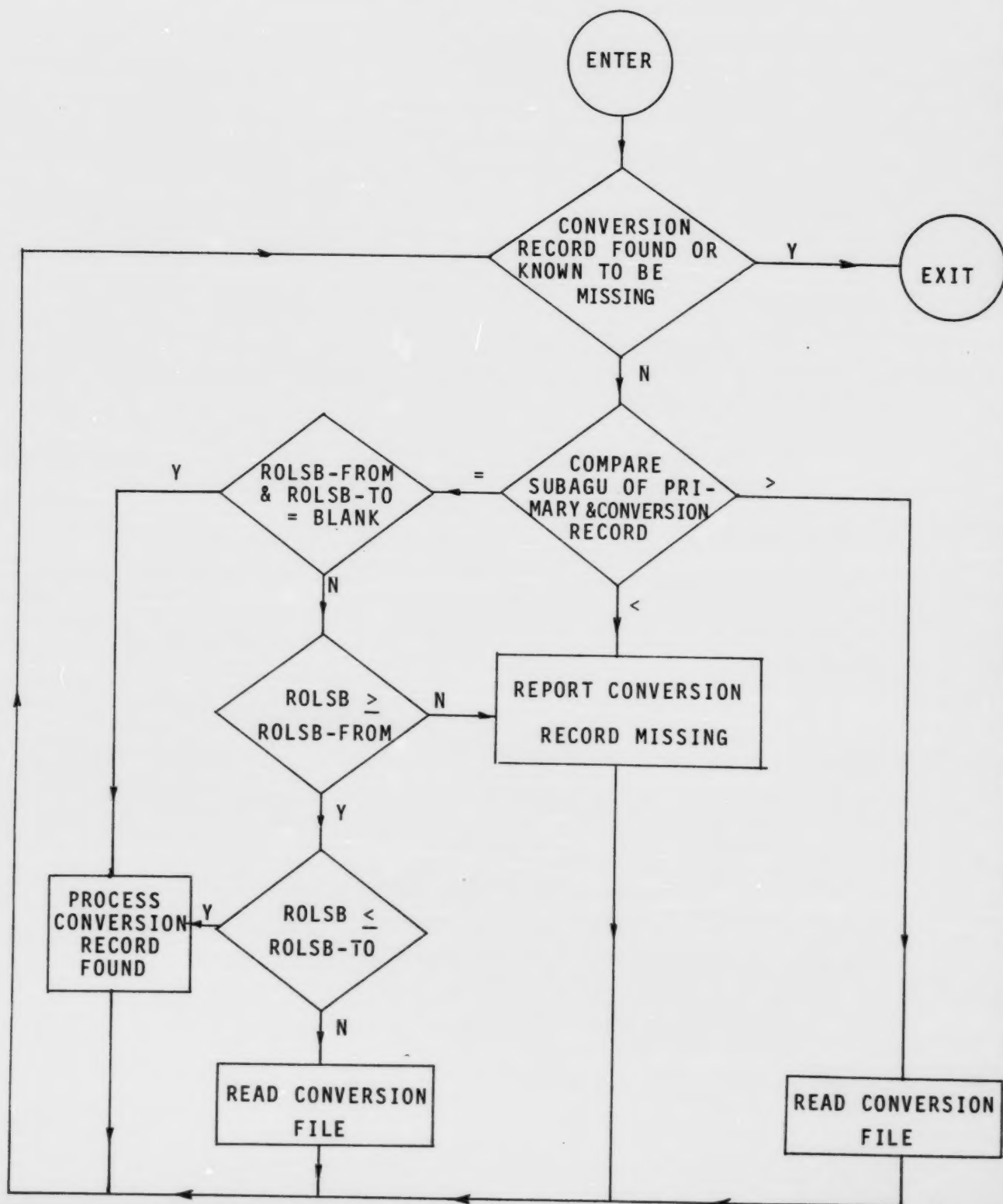


FIGURE 2.12

CONVERSION RECORD PROCESSING



2.4 THE DIAGEXCP PROGRAM

Messages on Errors and Omissions

In creating the R.P.F. Data Bank, five types of diagnostic messages about data exceptions in the S.A.S. File and the Conversion File are generated. They are:

- (i) Type 1 Messages
 - identifying conversion records that are not used in the R.P.F. creation;
- (ii) Type 2 Messages
 - identifying properties in the R.P.F. without corresponding conversion records in the Conversion File;
- (iii) Type 3 Messages
 - identifying missing polygon sets in conversion records processed;
- (iv) Type 4 Messages
 - identifying properties in the R.P.F. which have frontage, site area or unit measurement different from those values on conversion records;
- (v) Type 5 Messages
 - identifying serious errors detected in the S.A.S. File and the system actions taken are also indicated.
- (A) INPUT:
 - Diagnostic File containing the five types of diagnostic messages explained above. The messages are not formatted and are in time sequence of generation.
 - Control File indicating which type(s) of messages should be printed and the number of printed lines/page. The user can request any combination of the 5 types of messages.
- (B) CONTROL PARAMETERES:
 - Five flags to indicate whether Exception Reports 1 to 5 are to be generated.
 - Number of printed lines per page for report printing.

(C) OUTPUT:

- Exception Report 1 on Record Deletions (Type 1 Messages);
- Exception Report 2 on New Primary Records (Type 2 Messages);
- Exception Report 3 on Identification of Missing Polygon Sets (Type 3 Messages);
- Exception Report 4 on Properties Undergoing Changes (Type 4 Messages);
- Exception Report 5 on Edit of S.A.S. File (Type 5 Messages);
- Message File containing messages regarding the execution of DIAEXCP.

(D) ALGORITHM:

The Program DIAGEXCP simply reads in each diagnostic message on the Diagnostic File and reformats it according to its type and outputs the message to the appropriate Exception Report. See Figures 2.13 to 2.14.

FIGURE 2.13

MESSAGES

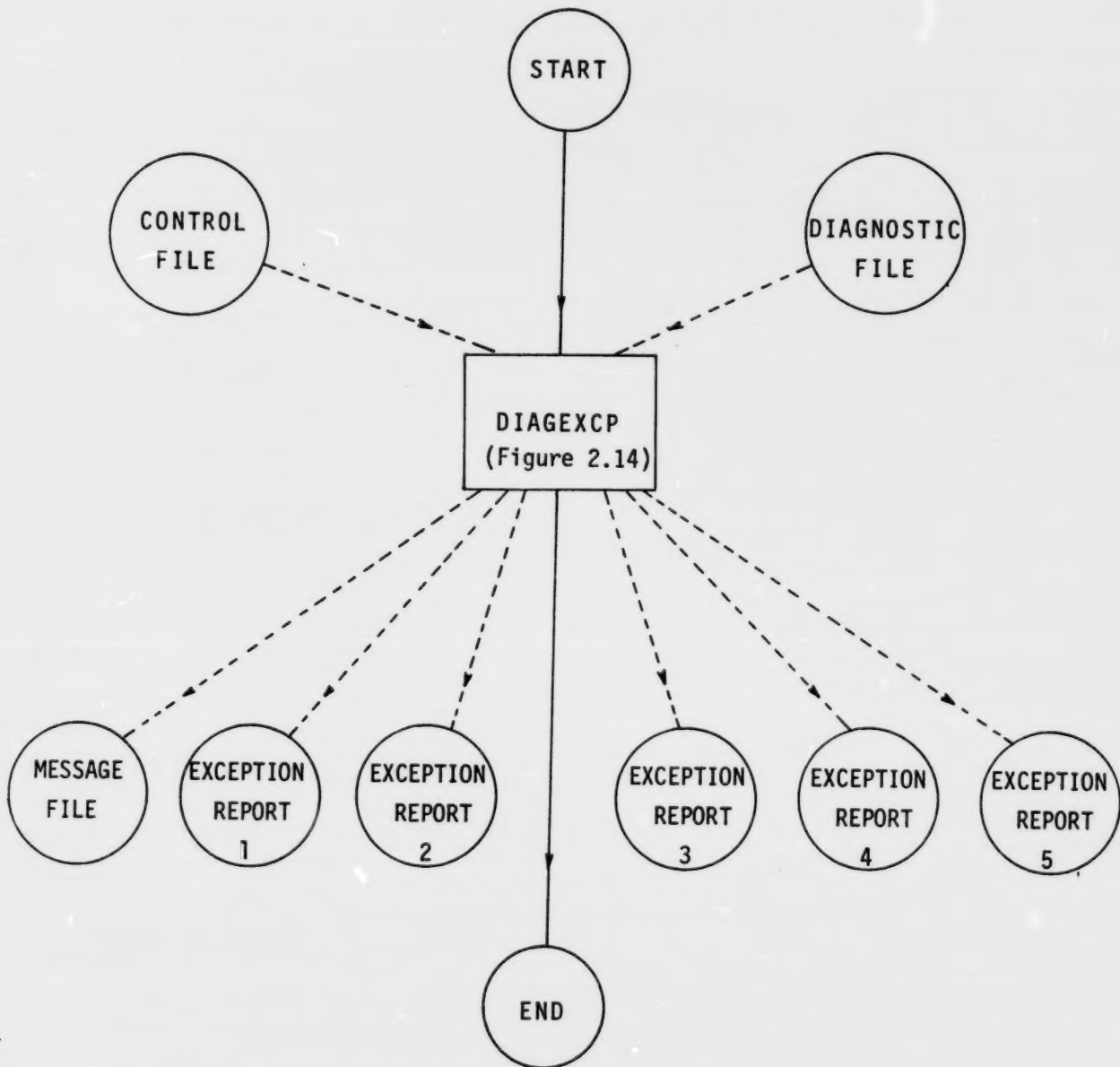
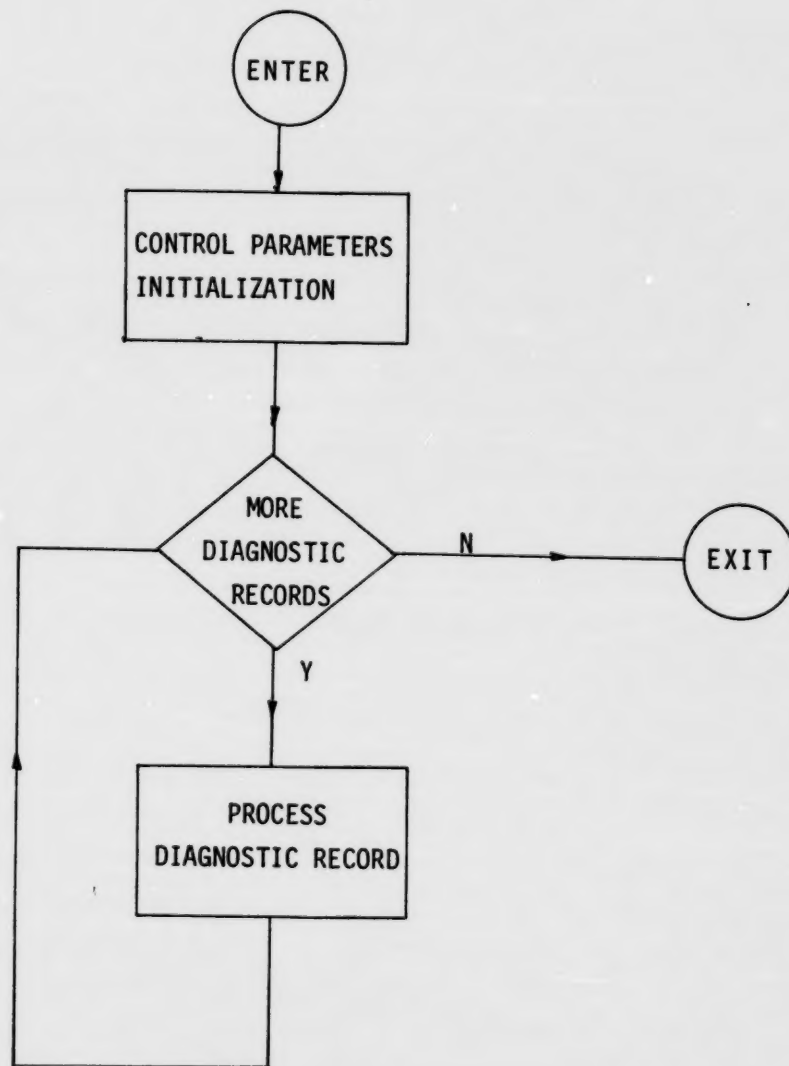


FIGURE 2.14

DIAGEXCP



2.5 THE UPDATE PROGRAM

Correction for Errors or Omissions in R.P.F.

In creating the R.P.F. data bank, the Summary of Records and Exception Reports generated, allow the user to identify incomplete data elements in the R.P.F. and the Conversion File. To ensure accuracy and completeness of data, it is important to have the capabilities to update the R.P.F. as well as the Conversion File. These are provided for in the Regional Information System by the programs UPDATE and CONEDIT, which can be used to update the R.P.F. and Conversion File respectively. The details of CONEDIT are given in Section 2.6.

Immediately after its creation, the R.P.F. is in A.G.U. sequence since the input S.A.S. File and Conversion File to the program CREATE are both in A.G.U. sequence. It is, therefore, necessary to allow for updating the R.P.F. by A.G.U. sequence. To achieve this the program UPDATE includes the following two modes of operation:

- (1) Update by A.G.U. sequence of individual fields or records of property:

In this mode, a property is identified by its A.G.U. and the following actions are permissible:

- (a) delete a record;
- (b) insert a record;
- (c) modify a field of a record.

- (2) Update by A.G.U. sequence with Conversion File in Format I (see Figure 2.15):

In this mode the properties affected are identified by A.G.U. in a conversion record. The values of the data elements - MPD, BPU, BLOCK, TZONE, COMM, NBHD, PCODE, MFILE, DR, WPZ, BFI, in the property records are replaced by the corresponding values in the conversion record.

Note that Mode (1) is very general. It allows any record or field in a record of the property identified by its A.G.U. to be updated. Although Mode (2) permits only certain fixed fields in the property record to be updated, however it is expected to be very useful in updating the fields consisting of the Seven polygon sets (other than the one with BFI).

Since the R.P.F. data bank is to be maintained in P.G.U. sequence, it is important to be able to update the R.P.F. by P.G.U. sequence also. The program UPDATE provides two more modes of operation:

- (3) Update P.G.U. sequence of an individual field or record of a property;

This is the same as Mode (1) except that a property is identified by its P.G.U. instead of A.G.U.

- (4) Update by P.G.U. sequence with Conversion File in Format 2 (see Figure 2.16):

This mode is the same as Mode (2) except that properties are identified by their P.G.U. and the only field affected is the Block Face Identifier BFI.

It should be noted that Mode (4) is necessary to enable BFI to be added to the R.P.F. as the Conversion File in Format 2 with BFI is in P.G.U. sequence.

In the following, the high-level description of the program UPDATE is given:

(A) INPUT:

- Regional Planning File (R.P.F.);
- Control File with control parameter specifying the update mode;
- Command (CMD) File with commands in one of the following types:
 - (a) representation of fields or records to be updated on A.G.U. basis. (Figure 2.16(a));
 - (b) representation of fields or records to be updated on P.G.U. basis. (Figure 2.16 (b));
 - (c) conversion records in Format 1;
 - (d) conversion records in Format 2.

(B) CONTROL PARAMETER:

- the only control parameter SELECT in columns 1 to 4 dictates the update mode and the command type in Command File;
- the only control parameter SELECT dictates the update mode and the command type in Command File;
 - if SELECT = AGUU then update mode is (1) and all commands are of type (a) in A.G.U. sequence,
 - if SELECT = AGUC then update mode is (2) and all commands are of type (b) in A.G.U. sequence,
 - if SELECT = PGUU then update mode is (3) and all commands are of type (a) in P.G.U. sequence;
 - if SELECT = PGUC then update mode is (4) and all commands are of type (c) in P.G.U. sequence.

(C) OUTPUT:

- Regional Planning File (R.P.F.) after being updated;
- Accept/Reject Files contain the update commands accepted or rejected;
- Message File contains important messages generated during the execution of UPDATE.

(D) ALGORITHM:

The program UPDATE first reads in the control parameter SELECT to determine the update mode. It then reads the R.P.F. and Command File to perform updating. The high-level design is given in Figure 2.17 through Figure 2.21.

FIGURE 2.15 (a)

CONVERSION FORMAT 1

CONVERSION FILE RECORD LAYOUT
(123 BYTES)



MAP	DIV	SDIV	ROLSB	MUNC	MPD	BPD	BLK	BFI	UNBF	BLOCK-FACE NAME	LOW BOUNDING STREET NAME
2	1	3	5	2	3	3	5	8	4	18	18

HIGH BOUNDING STREET NAME	STREET NUMBER FROM	STREET NUMBER TO	STREET QUALIFIER	MAPFILE	TZONE	COMVI	NBHD	PCODE	WATP2	DRNGA
18	5	5	1	4	3	3	3	6	2	1

CONVERSION FORMAT 2

[illegible]Metropolitan Toronto Planning Department
Research Division

FIGURE 2.16 (a)

TO UPDATE R.P.F. ON A.G.U. BASIS

UPDATE COMMAND FORMATS WHEN SELECT = AGUU

FIELD ID	CNTY	MUNC	MAP	DIV	SDIV	ROLSB	UPDATE -TYPE	UPDATE PFSO -NUMBER	UPDATE -INDIV NUMBER	INDIV -FIELD -NAME	FIELD -VALUE
ALLOW											
FORMS	1)	nn	nn	nn	nnnn	D/I/M	1	0000	b	bbbb	X(8) = X(28)
	2)						2	00nn	b	bbbb	
	3)						3	00nn	b	bbbb	
	4)						4	nnnn	b	bbbb	
	5)						4	nnnn	5	bbbb	

Legend: n -- a numeric digit.
D/I/M -- to specify Delete, Insert, or Modify.
1,2,3,4 in UPDATE-PFSO -- to specify update to Property, Farm Soil, Structure and Occupant record respectively.
PFSO-NUMBER -- Property, Farm Soil, Structure, or Occupant sequence number.
5 in UPDATE-INDIV -- to specify update to Individual.
INDIV-NUMBER -- Individual record sequence number.
x(8) -- an eight character space for field name of any record as defined in Record Definitions for Regional Planning File, left justified with trailing blanks.
= -- the equal (=) sign need be specified for clarity and column checking purpose.
x(28) -- a maximum of 28 character space for the new field value, left justified.
b -- a blank.

FIGURE 2.16 (b)

TO UPDATE R.P.F. ON P.G.U. BASIS

UPDATE COMMAND FORMATS WHEN SELECT = PGUU

FIELD ID	CNTY	MUNCMPD	BPU	BLOCK	ROLSB	UPDATE -TYPE	UPDATE PFSO-NUMBER	UPDATE INDIV-NUMBER	FIELD -NAME	FIELD-VALUE			
ALLOW FORMS	1)	nn	nn	nnn	nnnnn	nnnnn	D/I/M	1	0000	bbbb	X(8)	=	X(28)
	2)							2	00nn	bbbb			
	3)							3	00nn	bbbb			
	4)							4	nnnn	bbbb			
	5)							4	nnnn	bbbb			

Legend: n -- a numeric digit.
D/I/M -- to specify Delete, Insert, or Modify.
1,2,3,4 in UPDATE-PFSO -- to specify update to Property, Farm Soil, Structure and Occupant record respectively.
PFSO-NUMBER -- Property, Farm Soil, Structure, or Occupant sequence number.
5 in UPDATE-INDIV -- to specify update to Individual.
INDIV-NUMBER -- Individual record sequence number.
x(8) -- an eight character space for field name of any record as defined in Record Definitions for Regional Planning File, left justified with trailing blanks.
= -- the equal (=) sign need be specified for clarity and column checking purpose.
x(28) -- a maximum of 28 character space for the new field value, left justified.
b -- a blank.

FIGURE 2.17

UPDATING OF REGIONAL PLANNING FILE

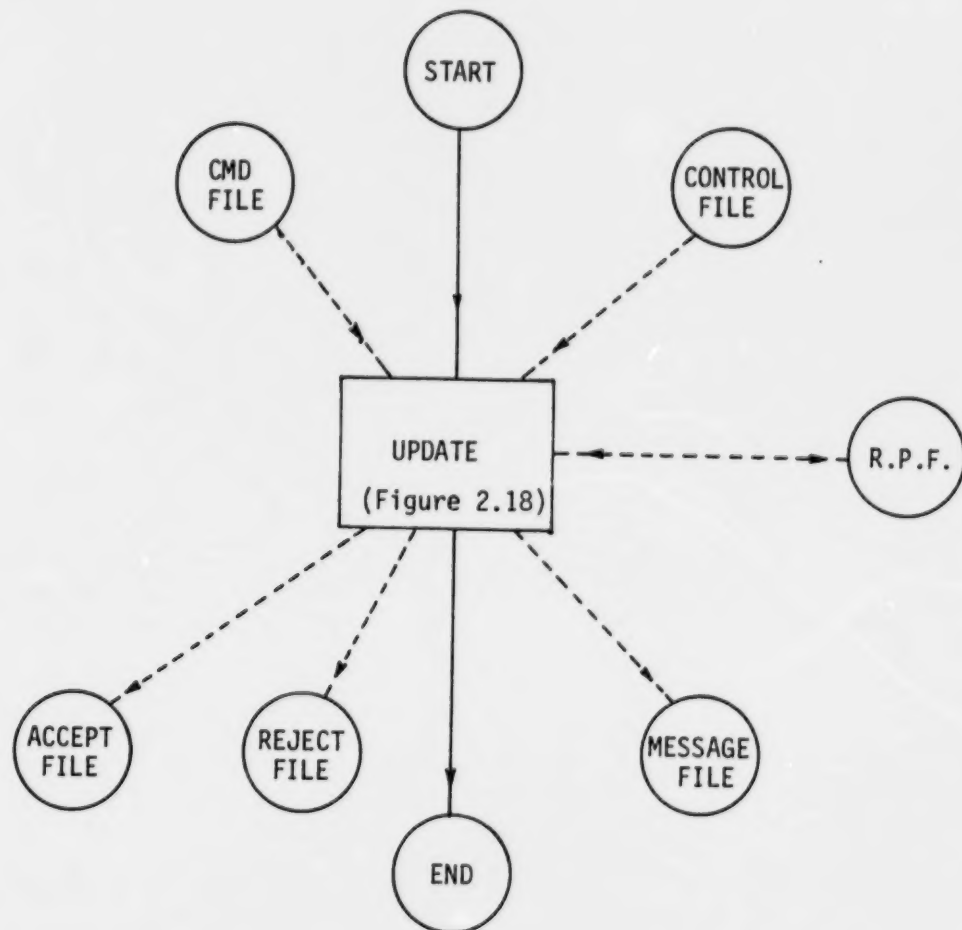


FIGURE 2.18

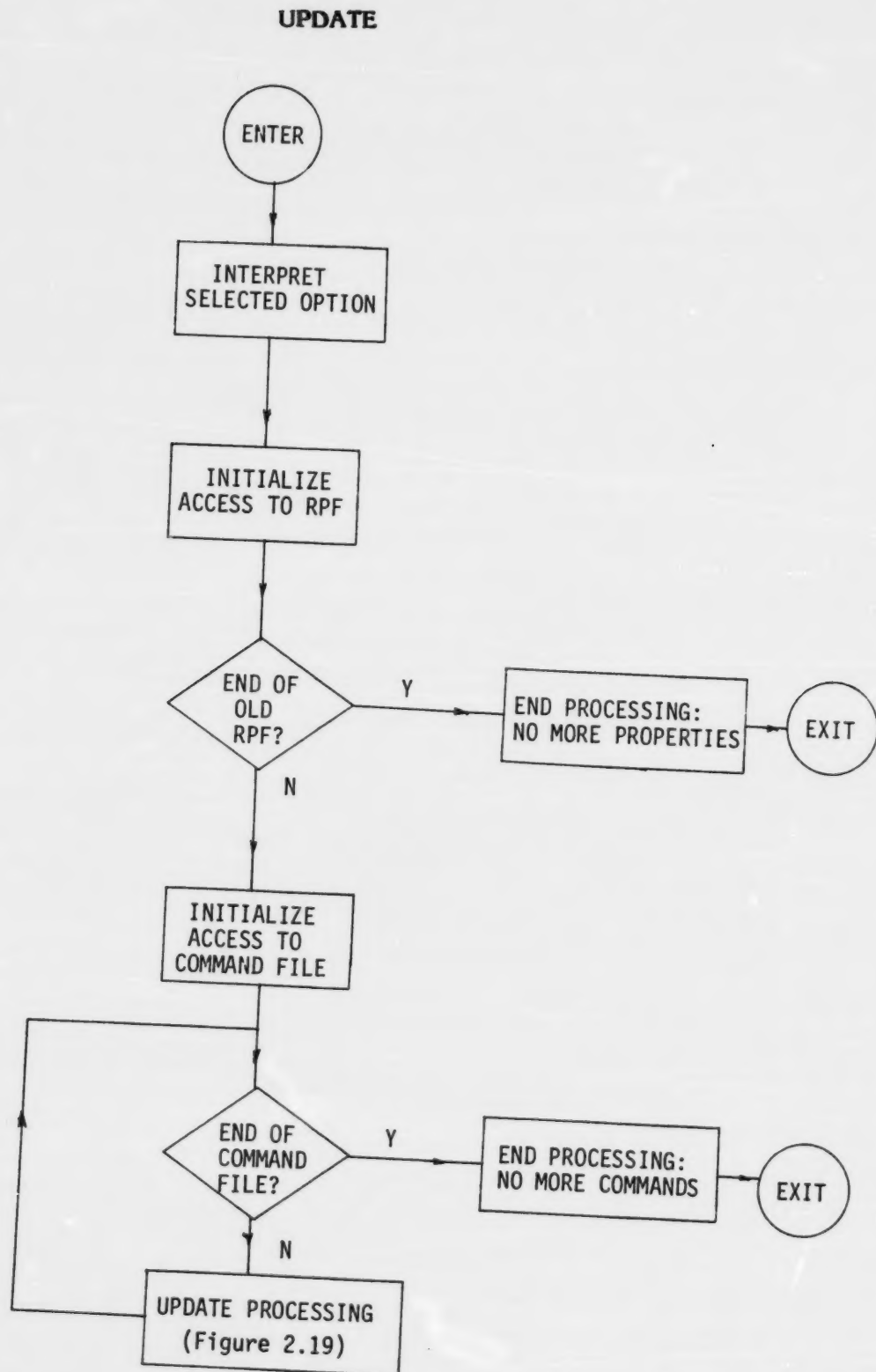


FIGURE 2.19

UPDATING PROCESSING

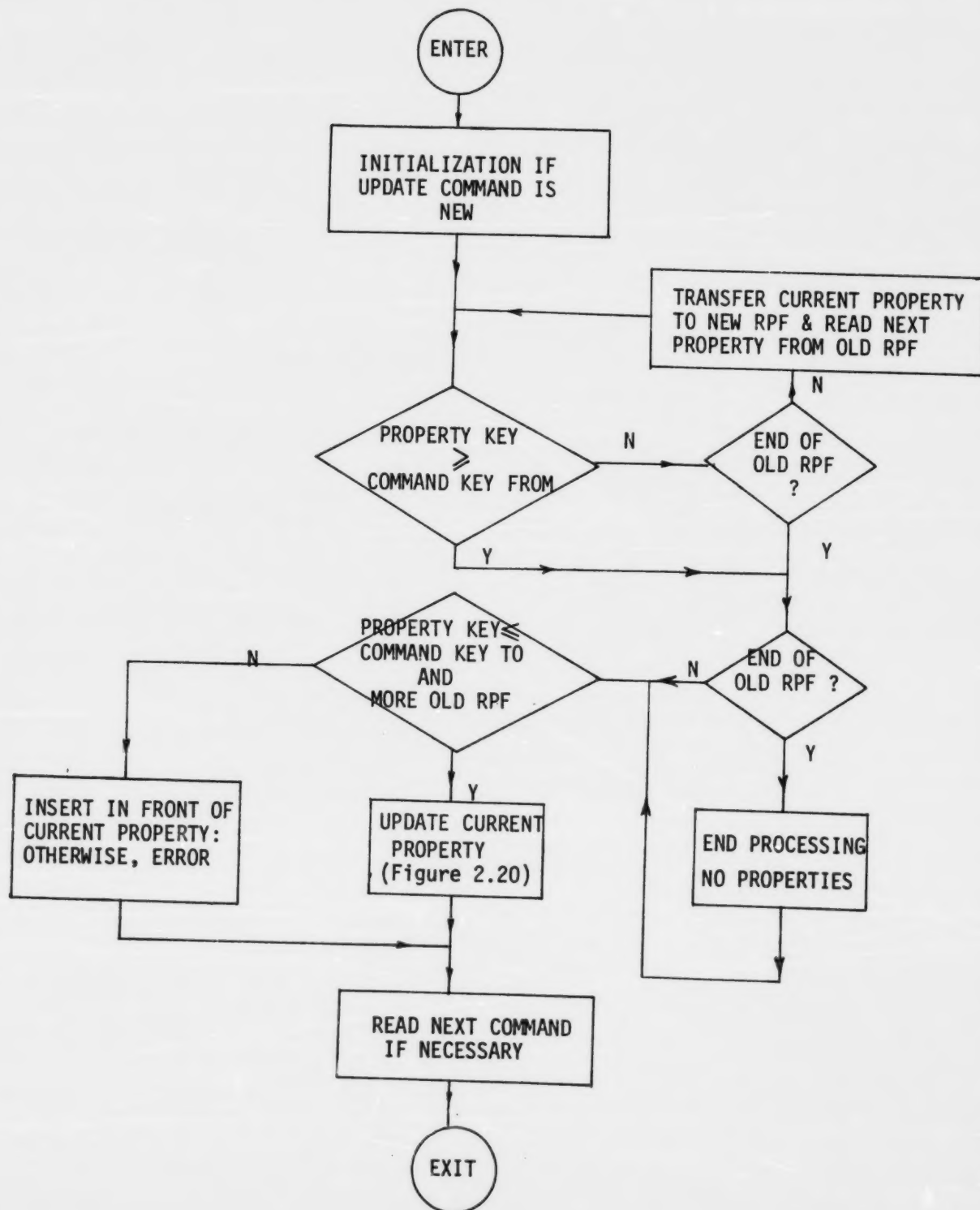


FIGURE 2.20

UPDATE CURRENT PROPERTY

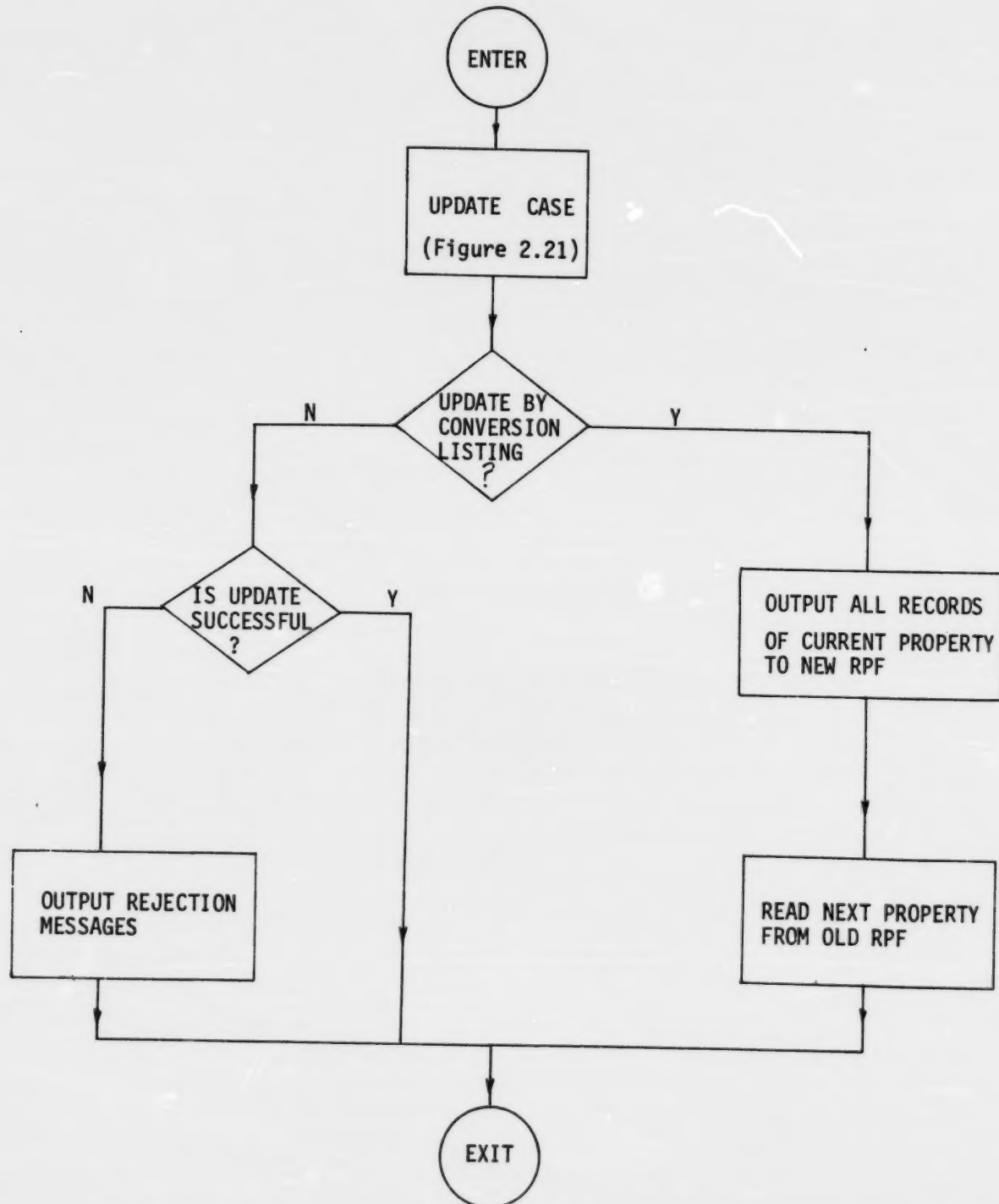
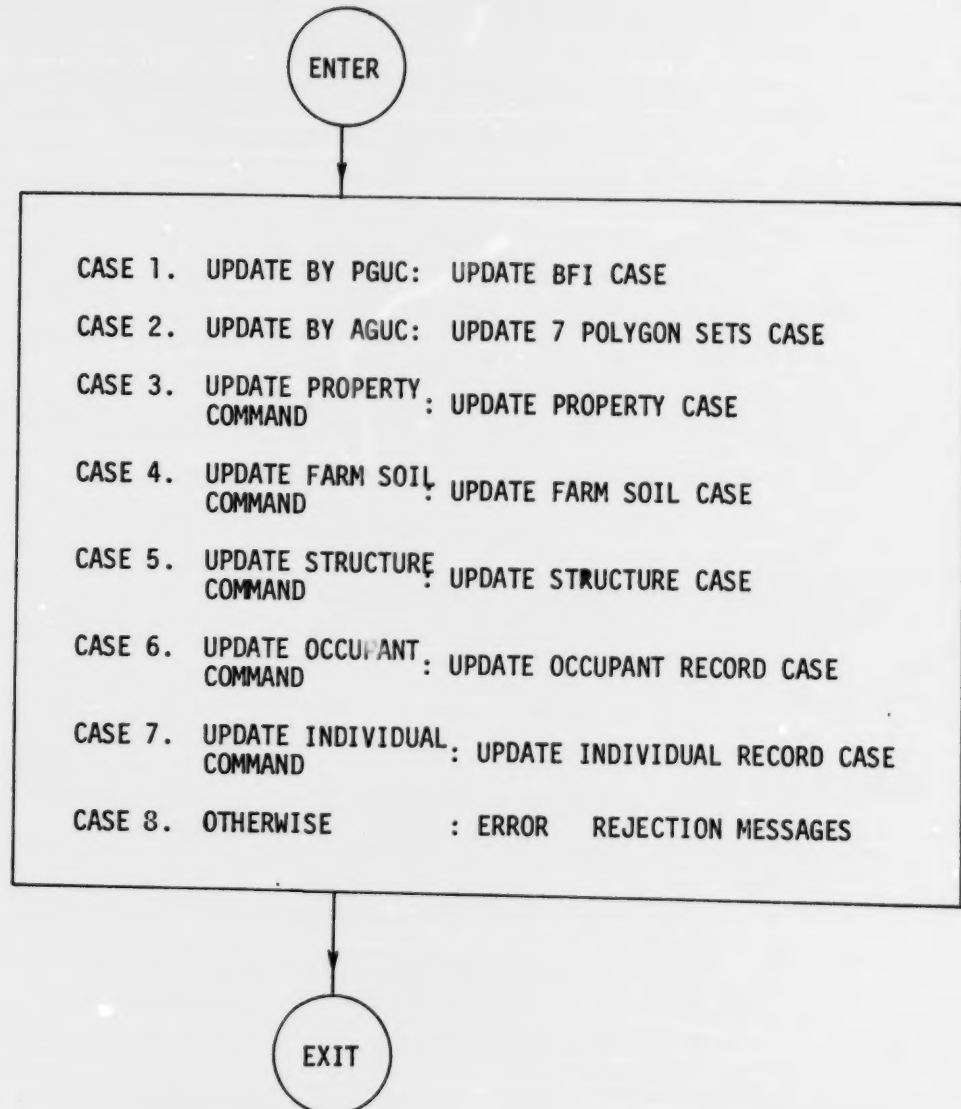


FIGURE 2.21

UPDATE CASE



2.6 THE CONEDIT PROGRAM

Maintenance of the Conversion File

In creating the R.P.F. data bank diagnostic messages about data exceptions in the Conversion File are generated by the CREATE program. They are then formatted by the DIAGEXCP program and outputted as:

Exception Report 1: Conversion records to be deleted;

Exception Report 2: Conversion records to be added;

Exception Report 3: Conversion records to be modified.

Note that the Conversion File used in the program CREATE has records in Format 1. In updating the R.P.F. by P.G.U. sequence with Conversion File in Format 2, messages are also dumped on the Reject File regarding record exceptions (to be added/deleted). Hence it is necessary to allow the user to update the Conversion File whose records are either in Format 1 or 2.

The editing of Conversion File is provided for in the Regional Information System by the program CONEDIT, which allows the user to add, replace or delete a conversion record in either Format 1 or 2. Its high-level design is described below.

(A) INPUT:

- Conversion File whose records are in either Format 1 or 2 (but not both);
- Control File with user specified parameter indicating whether Format 1 or 2 is used;
- Command File consisting of conversion records as editing commands.

(B) CONTROL PARAMETER:

- the only control parameter SELECT specifies whether the Conversion File is to be edited in Format 1 or 2;

if SELECT = AGUC then all records in the Conversion File and Command File in Format 1;

if SELECT = PGUC then they must be in Format 2.

(C) OUTPUT:

- Conversion File after being edited;
- Message File with important messages regarding the execution of CONEDIT;

- New Conversion File is produced each year, after updating of all records.

(D) ALGORITHM:

- The high-level description is given in flowchart form in Figures 2.22 and 2.23.

FIGURE 2.22

INITIATE

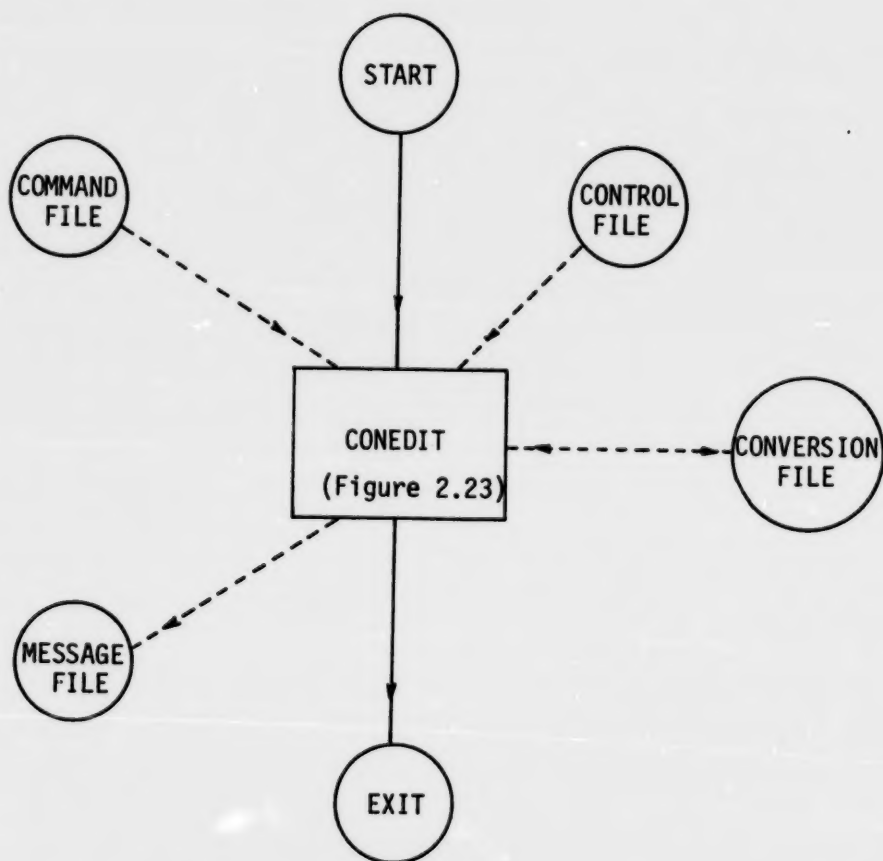
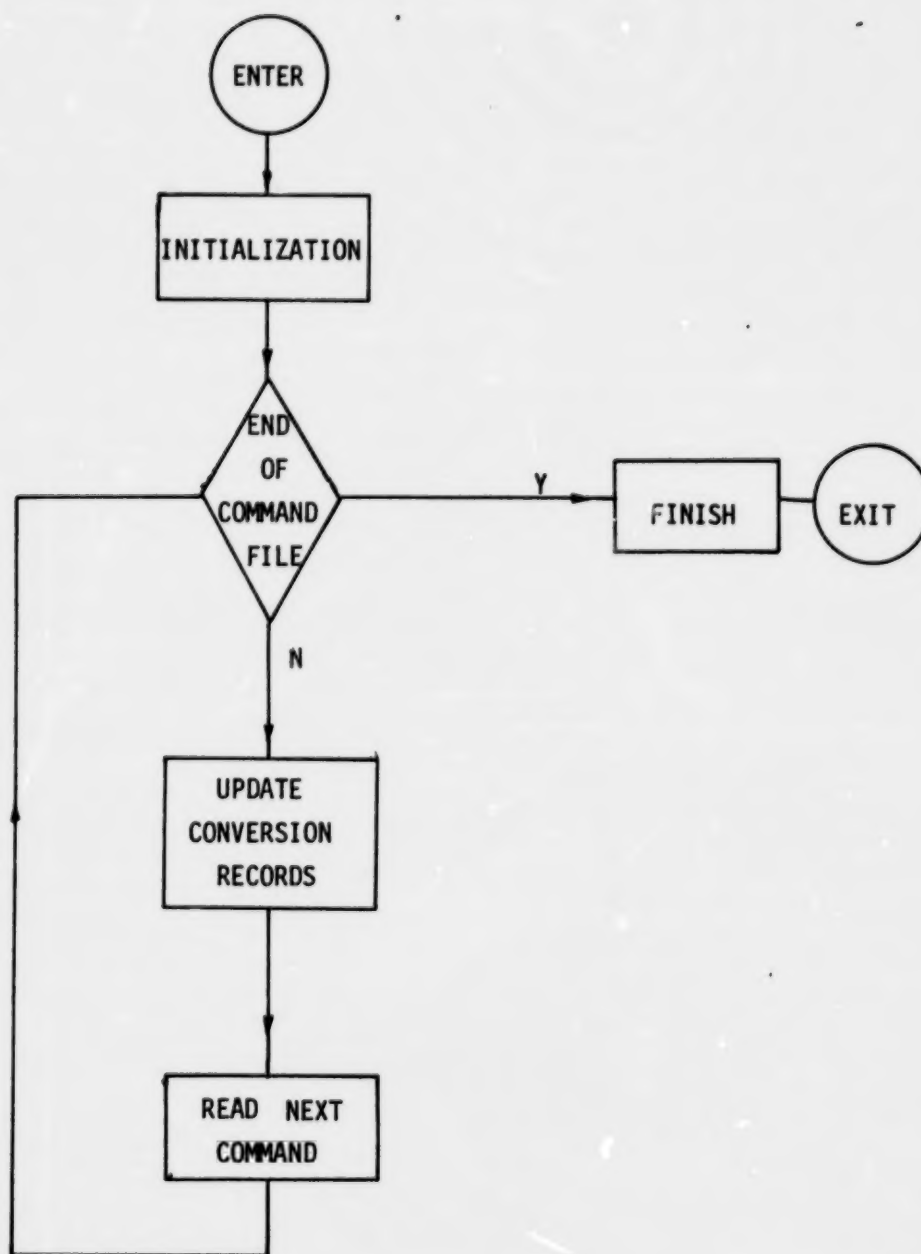


FIGURE 2.23

CONEDIT



2.7 JOB CONTROL LANGUAGE PROCEDURES

The Job Control Language (J.C.L.) Procedures have all been set up by the Management Services Department of Metropolitan Toronto.

The J.C.L. used for the R.P.F. Create and the Sort and Backup R.P.F. program are listed below just as an example, and should not be used without contacting the Management Services Department for further instructions of the J.C.L.

RPF CREATE

DATASET: SYS1.METPROC		LEVEL: 01.29		DATE: 83/12/02					
MEMBER: MPRPO011		USERID: MIS45		TIME: 11:43					
				PAGE: 01 OF 02					
START	COL	1	2	3	4	5	6	7	8
1	//	MPRPO011	PROC	MUNC=00,					
1	//			YEAR=00,					
1	//			RUNLIB=PRODLIB					
1	//*								
1	//*								
1	//	STEPO1	EXEC	PGM=IEFBR14					
1	//	DD1	DD	DSN=MPR.RPF.SECT,					
1	//			DISP=(,CATLG),UNIT=DISK,					
1	//			SPACE=(CYL,(5,5)),					
1	//			DCB=(RECFM=FB,LRECL=7908,BLKSIZE=15820)					
1	//*								
1	//*								
1	//	STEPO2	EXEC	PGM=MPRO0101					
1	//	STEPLIB	DD	DSN=MISD.&RUNLIB,DISP=SHR					
1	//	SAS	DD	DSN=MPR.SAS.M&MUNC..YR&YEAR,					
1	//			DISP=OLD,UNIT=(TAPE,,DEFER)					
1	//*			DCB=(RECFM=FB,LRECL=80,BLKSIZE=800,					
1	//*			BUFNO=7,OPTCD=BC,NCP=7)					
1	//	CON	DD	DSN=MPR.CONV.AGU.M&MUNC..YR&YEAR,					
1	//			DISP=OLD,UNIT=(TAPE,,DEFER)					
1	//	RPF	DD	DSN=MPR.RPF.AGU.M&MUNC..YR&YEAR,					
1	//			DISP=(,CATLG,KEEP),UNIT=(TAPE,,DEFER),					
1	//			LABEL=RETPD=366,VOL=(,15),					
1	//			DCB=(RECFM=VB,LRECL=7908,BLKSIZE=15820,DEN=3,					
1	//			BUFNO=7,OPTCD=C,NCP=7)					
1	//	SECT	DD	DSN=MPR.RPF.SECT,					
1	//			DISP=OLD					
1	//	TEMP	DD	DSN=&TEMP,					
1	//			DISP=(,DELETE),UNIT=DISK,SPACE=(TRK,(300,10),RLSE),					
1	//			DCB=(RECFM=VB,LRECL=1206,BLKSIZE=1210)					
1	//	DIAG	DD	DSN=MPR.DIAGNO.M&MUNC,					
1	//			DISP=(,CATLG,DELETE),UNIT=DISK,					
1	//			SPACE=(CYL,(10,1)),					
1	//			DCB=(RECFM=VB,LRECL=146,BLKSIZE=2924,DEN=3)					
1	//	MESSAGE	DD	SYSOUT=(F,,0000),					
1	//			DCB=(RECFM=FBA,LRECL=133,BLKSIZE=2660)					
1	//	SUMMARY	DD	SYSOUT=(F,,0000),					
1	//			DCB=(RECFM=FBA,LRECL=133,BLKSIZE=2660)					
1	//	CONTROL	DD	DDNAME=SYSIN					
1	//	SYSOUT	DD	SYSOUT=A					
1	//	SYSDBOUT	DD	SYSOUT=A					
1	//	SYSDUMP	DD	SYSOUT=A					
1	//*								
1	//*								
1	//	STEPO3	EXEC	PGM=MPRO0201					
1	//	STEPLIB	DD	DSN=MISD.&RUNLIB,DISP=SHR					
1	//	DIAG	DD	DSN=MPR.DIAGNO.M&MUNC,					
1	//			DISP=(OLD,DELETE,KEEP)					
1	//	CONTROL	DD	DDNAME=SYSIN					
1	//	EXCP1	DD	SYSOUT=(F,,0000),					
1	//			DCB=(RECFM=VBA,LRECL=137,BLKSIZE=2744)					
1	//	EXCP2	DD	SYSOUT=(F,,0000),					
1	//			DCB=(RECFM=VBA,LRECL=137,BLKSIZE=2744)					
1	//	EXCP3	DD	SYSOUT=(F,,0000),					

DATASET: SYS1.METPROC		LEVEL: 01.06		DATE: 83/12/02	
MEMBER: MPRPO012		USERID: MIS45		TIME: 11:43	
START COL				PAGE: 01 OF 01	
1	2	3	4	5	6
1	//MPRPO012	PROC	MUNC=00.	* MUNICIPALITY	00010005
1	//	YEAR=00.		* YEAR OF RPF FILES	00020005
1	//	RETN=1825.		* OUTPUT FILE RETENTION	00030005
1	//	UPDT=UPDT.		* UPDATED AGU SEQ INDICATOR	00040005
1	//	CTLLIB=PRODCTL.		* SORT CONTROL LIBRARY	00050005
1	//	CONDN=GE		* SORT CONDITION CODE	00060005
1	//*				00070005
1	//*				00080005
1	//STEP01 EXEC	PGM=IEFBR14			00090005
1	//*				00100005
1	//*	SORT RPF BY PGU SEQUENCE			00110005
1	//*				00120005
1	//STEP02 EXEC	PGM=ICEMAN,COND=(0,&CONON,STEP01)			00130005
1	//SYSOUT DD	SYSOUT=A			00140005
1	//SYSPRINT DD	SYSOUT=A			00150005
1	//SORTLIB DD	DSN=SYS1.SORTLIB,DISP=SHR			00160005
1	//SORTWK01 DD	UNIT=DISK,SPACE=(CYL,(20,5))			00170005
1	//SORTWK02 DD	UNIT=DISK,SPACE=(CYL,(20,5))			00180005
1	//SORTWK03 DD	UNIT=DISK,SPACE=(CYL,(20,5))			00190005
1	//SORTWK04 DD	UNIT=DISK,SPACE=(CYL,(20,5))			00200005
1	//SORTWK05 DD	UNIT=DISK,SPACE=(CYL,(20,5))			00210005
1	//SORTWK06 DD	UNIT=DISK,SPACE=(CYL,(20,5))			00220005
1	//SORTIN DD	DSN=MPR.RPF.AGUBUPDT.,M&MUNC.,YR&YEAR,			00230005
1	//	DISP=OLD			00240005
1	//SORTOUT DD	DSN=MPR.RPF.PGU.M&MUNC.,YR&YEAR,			00250005
1	//	DISP=(NEW,CATLG,KEEP),LABEL=RETPD=&RETN,			00260005
1	//	UNIT=(TAPE,,DEFER),VOL=(,RETAIN,,15),			00270005
1	//	DCB=(RECFM=VB,LRECL=7908,BLKSIZE=15820,DEN=3)			00280005
1	//SYSIN DD	DSN=MISD.&CTLLIB(MPRPO12A),DISP=SHR			00290005
1	//*				00300005
1	//*				00310005
1	//STEP03 EXEC	PGM=IDCAMS			00320005
1	//SYSIN DD	DSN=MISD.&CTLLIB(MPRPO12B),DISP=SHR			00330005
1	//SYSPRINT DD	SYSOUT=A			00340005
1	//DDIN DD	DSN=MPR.RPF.PGU.M&MUNC.,YR&YEAR,			00350005
1	//	DISP=OLD			00360005
1	//DDOUT DD	DSN=MPR.RPF.PGU.BKUP.M&MUNC.,YR&YEAR,			00370005
1	//	UNIT=(TAPE,,DEFER),DISP=(NEW,CATLG,KEEP),			00380005
1	//	LABEL=RETPD=&RETN,VOL=(,15),			00390005
1	//	DCB=(RECFM=VB,LRECL=7908,BLKSIZE=15820,DEN=3)			00400005
1	//*				00410005

2.8 CREATE REGIONAL PLANNING DATA BANK (R.P.D.B.)

The Regional Planning Data Bank was created for use by the users for the purpose of generating one-time reports. These reports in Metro's case are usually created using the Statistical Analysis System package which resides on the City of Toronto mainframe.

This Data Bank has the same information as the Regional Planning File with the only difference being the file structure.

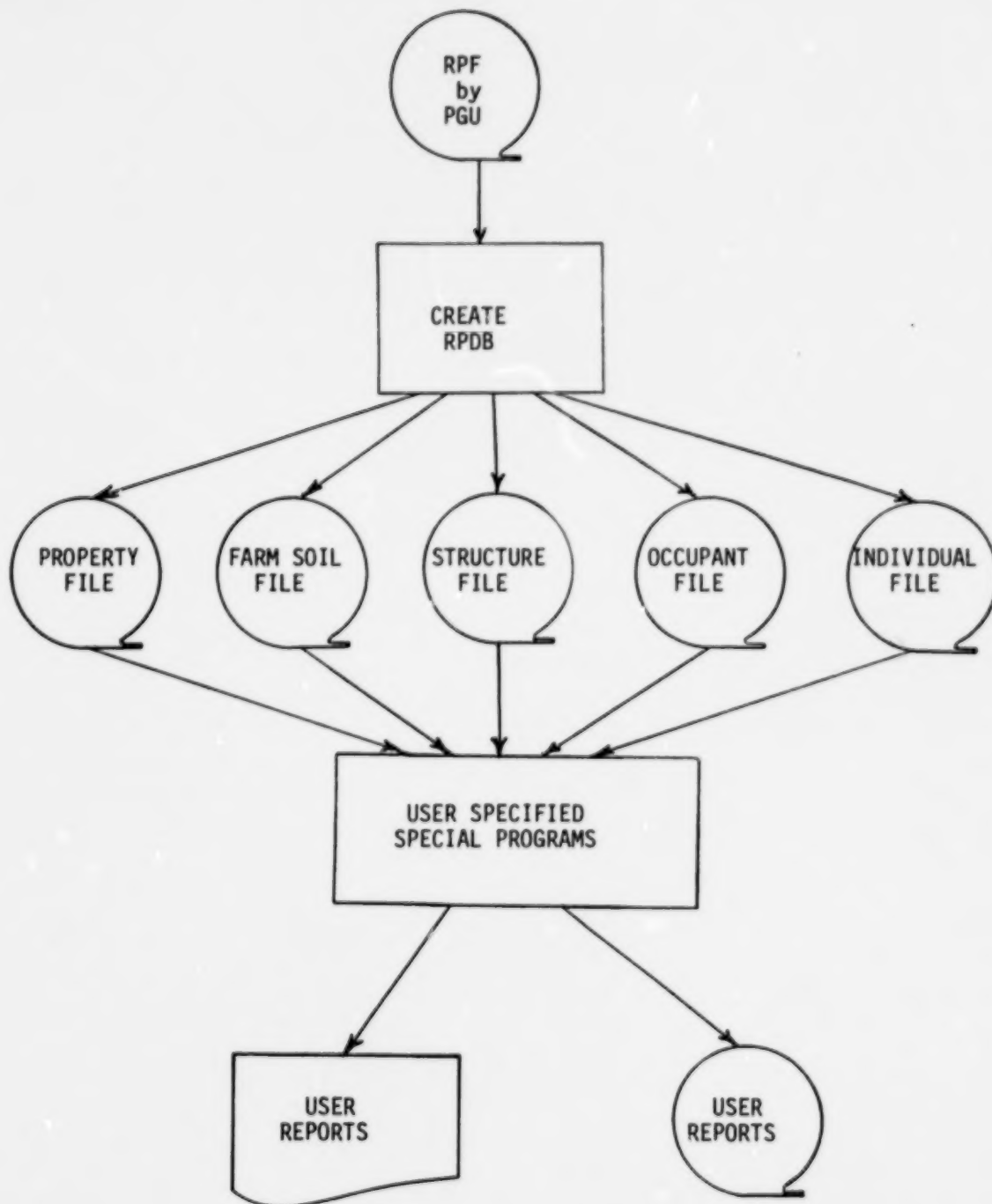
The R.P.F. file layout is a five-tier, fixed format, variable length record and, therefore, is very cumbersome to use by non-specialized programmers. On the other hand, the R.P.D.B. is taken from the R.P.F. and set up similar to the H.D.B. structure where five separate files exist, one each for Property, Farm Soil, Structure, Occupant and Individual. The following flow chart illustrates the process which takes place in order to create the Data Bank. The actual file layouts can be found in Appendix 'E'.

Each of the files in this Data Bank contain a Geographical header.

The creation of the file will occur once a year when the R.P.F. has been completed.

FIGURE 2.24

THE REGIONAL PLANNING DATA BANK



SECTION 3

HOUSING DATA BASE

SECTION 3

HOUSING DATA BASE

3.1 OVERVIEW OF HOUSING DATA BASE CREATION

The software system for creating the Housing Data Base (H.D.B.) consists of one major create program which has various algorithms within it.

The major steps of this program are listed here and then described in further detail in the following subsections.

Step (i) Extract required data elements from the Regional Planning File in the following manner:

- | | | |
|----|-----------------------------|-----------------------|
| 1) | Property and Structure Info | - 1st and 2nd records |
| 2) | Occupant Fields | - 3rd record |
| 3) | Individual Fields | - 4th to nth records |

For this extract two print files are produced, giving the following information:

- 1) An error listing of extract conditions.
- 2) A Summary of Activity.

Step (ii) Sort the Extract File as follows:

- 1) By Prime P.G.U. and ROLSB;
- 2) By Occupancy Number;
- 3) By extract record type.

Step (iii) Build the data base from the extract records supplied by the Regional Planning File:

Input File

- 1) Sorted R.P.F. extract file
- 2) Probability Tables for spousal analysis

Output Files

- 1) Summary Activity
- 2) Property File
- 3) Household File
- 4) Social Unit File
- 5) Individual File
- 6) Name File

Step (iv) Spools the disk files onto a separate tape for each.

Step (v) MPR355P1-5 is the copy and back-up of all files created, which includes an initial data extract (MPR356P0).

Step (vi) MPR360P0 extract which must be generated for all required polygons -see detail description in subsection 3.6 and section 5.

3.2 HIGH LEVEL DESCRIPTION OF CREATE INCLUDING ALGORITHMS

In order to generate the information required for the H.D.B. from the Regional Planning File it is necessary to invoke a complicated set of algorithms which, while making use of known demographic data, manipulate the data into a form which is appropriate and available for planning studies in relation to household and social unit formation.

FILE DEFINITIONS

- (a) Property: is any legal parcel of land which is subject to a unique roll number as designated by the Ministry of Revenue Ontario.
- (b) Dwelling Units: consists of all individuals living within a given unit regardless of their interrelationship, or a unit for human habitation which is presently vacant;
- (c) Social Unit: consists of all individuals who are deemed to be directly related by marriage and their children (who are not married or are not themselves parents) or of one or more unrelated individuals;
- (d) Individual: consists of data for any given individual which can be assessed regardless of his/her status within any given social unit or household; however, the order in which individual data is stored is directly related to that individual's place within the social unit and household of which he/she is a member;
- (e) Name: similar to individual information, but including the individuals name (confidential and may only be released through special approval of the Planning Commissioner).

The individuals who are, therefore, the basic building blocks of social units can be aggregated according to their interrelationships into either family or non-family social units. For the purposes of storage and handling data a non-family social unit, family-stat=1, is deemed to consist of one or more unrelated individuals (i.e. not married, with or without children, or not parents). Following from the above definition, a family type social unit, family-stat=2, consists of either:

- a) two partners (deemed to be married) with unmarried children living at home who are not parents themselves;
- b) a single parent, regardless of sex, with children who live at home and are not married or parents themselves.

Social units that share a common housing unit (according to the assessment record) are aggregated into a household, which then is classified on the basis of number and variety of its constituent social units and the nature of the social unit which is associated with the head of the household.

STATUS OF A SOCIAL UNIT WITHIN AN OCCUPIED UNIT

For the purpose of the data bank as well as any associated analysis, it is deemed that the individual listed first on the assesement record (providing he/she is residing in the unit) is the head of the household. This person and all members of his/her family (as defined above) form the primary social unit; thus the primary social unit can consist either of a single individual regardless of whether or not there are other unrelated persons present) or one of the two family type persons. All persons not attached to the primary social unit are assigned different social unit(s) depending on their circumstances; the possibility of one of the co-owners or co-tenants heading a social unit of his/her own (i.e. separate from the primary social unit) necessitates a further distinction between the household status of social units (S.U.):

- social unit - primary
- social unit - non-primary
- boarder social unit.

Based on the definitions stated above, the following household situations may occur:

- 1) One of the following required

Primary S.U.	1 Parent	2 Partners	Non-Family
--------------	----------	------------	------------

- 2) Possible zero to n times any or all

Non-Primary S.U.	1 Parent	2 Partners	Non-Family
------------------	----------	------------	------------

- 3) Possible zero to n times any or all

Boarders S.U.	1 Parent	2 Partners	Non-Family
---------------	----------	------------	------------

Note that while the non-family social unit can have only one person if on primary level, on the boarder level all non-family persons are assigned into one unit.

OCCUPIED UNITS CLASSIFICATION

Given the fact that there is no theoretical limit on the number of social units within the occupancy (other than S.A.S. limit of 9950 individuals) any attempt at household classification will either suffer from oversimplification or of great complexity. In order to permit a sufficiently accurate description and easy processing a 9 digit classification system has been developed.

Digit #1: Type of Primary Social Unit

- Possible Values -
- 1: single parent
 - 2: two parents with children
 - 3: two partners - no children
 - 4: non-family person

- #2 Non-Primary Unit - Single Parent
Values = count of units
- #3 Non-Primary Unit - Two Parents + Children
Values = count of units
- #4 Non-Primary Unit - Two Partners - No Children
Values = count of units
- #5 Non-Primary Unit - Single Person
Values = count of units
- #6 Boarder S.U. - Single Parent
Values = count of units
- #7 Boarder S.U. - Two Parent & Children
Values = count of units
- #8 Boarder S.U. - Two Partners - No Children
Values = count of units
- #9 Boarder S.U. - 1 or more Boarders
Values = count of units

DATA AVAILABLE FOR ANALYSIS

The information for every individual is restricted to a few basic items, whose meaning can vary:

1. occupancy status (OSTAT)

values are: O - owner
T - tenant
S - spouse of owner or tenant
B - children, boarders, lodgers, etc.;
V - Vacant

2. year of birth (YBIRTH)

values are given in two digits and must be converted into age by subtracting from the current year. Possibility of confusing a person 100 years and older with O+ exists. If age of head ≤ 16 add 100 to age. In about 5% of all individuals year of birth is missing; section 3.8 provides directions for these cases;

- 3. sex - male or female;
- 4. Name - last name is listed first.
- 5. Position - determines primary status, and head status.

ARTIFICIAL AIDS - PREDETERMINED PARAMETERS

With exception of the possible listing of a spouse of the owner/tenant, the data on file offers no help in determining the relationships among persons. Various population characteristics were employed to develop a number of parameters which can be used in subsequent analysis. The two main roles of the parameters is to help define the age range within which a spouse could be found, the age range within which a child (indicated OSTAT Boarder) could be found as well as the probability of any particular occurrence actually being so. The parameters are being supplied in two forms:

1. range within which a value can be interpreted as having certain meaning;
2. a probability vector to be employed when two or more persons satisfy the range requirement and decision with respect to the likelihood of one relationship over another must be made.

For example, let us assume that the difference between age of mother and age of child can be a maximum of 45 years and minimum of 13 years. If only one female fits the mother requirement, then the parameter is satisfied; however if two females fit the mother requirement, then the probability tables will decide (other things being equal, such as names) which of the two potential mothers is to be designated as the mother of the child in question.

Spouse parameters

to determine whether or not two people of different sex (and name in primary table but not in boarder table) can be considered partners (i.e. married) in a social unit. It is sufficient to indicate beside the obvious "0", "S", or "T", "S" occupancy codes defining spousal condition. There is also the age-sex parameters of age of male - age of female = x and spousal condition if -10 x 20.

Child parameters (father and mother probability table page 3.12)

to determine the possible range of age within which another person could be designated as a child of the person in question. The following initial parameters are set up;

Children must be 19 years of age or younger

For child-mother relationship -

age of female - age of boarder = x. Child if 16 x 40.

For child-father relationship -

age of male - age of boarder = y. Child if 18 x 55.

GENERATION OF HIGH LEVEL ELEMENTS

The analysis routine for the data base works in a nested fashion, going from high level elements like properties and households to what is considered low level elements, the social units and individuals.

Information is extracted from the R.P.F. in a logical fashion. Following a property extract will be an occupant extract. Following an occupant extract will be one or more individual extracts:

PROP OCCU I I ... OCCU I ... I PROP OCCU...

Step 1

First, the routine initializes a property record.

Step 2

Secondly, the routine initializes a Dwelling Unit.

Step 3

Then if individuals are present, it starts to build a stack of individual records until the individual extract information is exhausted. (i.e. the start of the next Dwelling Unit is read).

Step 4

Once a full stack is obtained, control is passed to the social unit algorithm, so that the low-level elements are generated.

When the social units are complete, the last few remaining variables are set in the Occupied Unit record and it is written.

If the next extract is a Occupied Unit we go through the Occupied Unit initialization and social unit analysis again.

If the next extract is a property, we write the property, and then repeat the property initialization and all following phases.

When the extract file is exhausted, we have processed all properties and processing halts.

THE SOCIAL UNIT ALGORITHM

- 1) Generation of social units within a Dwelling Unit is based on two principles:
 - i) each social unit has one unique head of social unit;
 - ii) all other individuals in that social unit have a relational pointer based on that head.

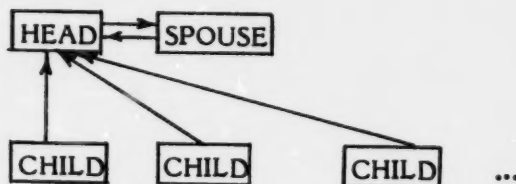
Relationships to a head are of two basic types, a) spousal; b) dependent. Both types of relationships set the virtual social unit of the individual to that of the head.

Spousal relationships also set a pointer to the location of the spouse in the analysis stack. This pointer becomes important when determining dependents.

The algorithm breaks down analysis of a stack of individuals in a household into several discrete sub-algorithms:

- a) pre-processing and set-up of individuals for other phases;
- b) spousal analysis, (three passes);
- c) child/dependent analysis, three passes;
- d) boarder analysis;
- e) unit generation.

Once the algorithm is complete, control is returned to the household algorithm.



Missing Age Handling

When a missing age is detected on the RPF, the social unit algorithm takes the following action:

- i) sets a missing age flag;
- ii) sets the processing age to a base 30 (this applies to the head only if all individual ages are missing);
- iii) takes minimum probabilities in spousal and dependent analysis;
- iv) if a spouse has a valid age, swaps head status if allowed;
- v) sets age on individual and name file to - 999.

The Role of the Virtual Social Unit

The virtual social unit is a possible social unit aggregate that may be supported or dissolved by the social unit analysis.

If the individual has a possibility of being a head of social unit he or she is assigned to a virtual social unit (VSU), and that VSU is marked active.

When that person loses his or her head status through either spousal, dependent or boarder SU analysis the social unit algorithm will swap in the VSU of the new head, and make the old VSU of the individual deleted.

The generation routine will only assign a new VSU when it detects the start of the next active VSU when all social unit analysis is completed.

Pre-Processing Individuals

This algorithm examines the stack of individuals and prepares them for analysis by presetting some of the variables attached to each individual.

Functions:

1. check for missing ages;
2. check for child status;
3. assign child birth boundary years to valid candidates;
4. assign social unit numbers to all valid candidates;
5. flag implicit heads if not already explicit.

Spousal Analysis Routine

This routine runs in three different modes:

- i) explicit spouse selection - Mode 'SPS';
- ii) same-name spouse selection - Mode 'ANY';
- iii) common-law spouse selection - Mode 'C'.

Each mode is executed serially, and these three passes should determine all spousal relationships in a given household.

The only difference between the three modes is that the constraints on a successful spousal relationship are increasingly relaxed.

In Mode 'SPS', spousal candidates must have the same name, and the second candidate must have an OSTAT of 'S'.

In Mode 'ANY' spousal candidates must have the same name.

In Mode 'C', there is no constraint.

The basic algorithm is a "bubble" search based on selecting the highest probability spousal couple during each pass through the stack.

The algorithm compares all first candidates to all second candidates, with the following constraints which apply to all modes:

- a) a child is not a valid candidate;
- b) candidates are of opposite sex;
- c) a boarder cannot be married to a non-boarder.

The algorithm saves the two candidates of the maximum spousal probability. Once the stack has been passed through the two candidates are hooked together. The algorithm candidate is now head when the head status is unclear.

The algorithm continues to "bubble" until no more candidates are found, when it will exit.

Once candidates are hooked, they are never considered by a spousal routine as candidates again.

Child/Dependent Analyses Routine

This routine also runs in three modes:

- i) same-name child selection - Mode 'S';
- ii) common-law child selection - Mode 'C';
- iii) unmatched child selection - Mode 'U'.

Each mode is executed serially, and these three passes should determine all child/dependent relationships in a given household.

Similar to the spousal algorithm, the only difference between the three modes is that constraints on a successful head to dependent relationship are increasingly relaxed.

In Mode 'S', the child candidate must have the same name as the head candidate, and lie within the age birth age range of the head or spouse. (We use the female's range over a male's range when available)(see tables following).

In Mode 'C', the child candidate must lie within the range of a common-law spouse.

In Mode 'U' a child, irrespective of age, is matched to the best head candidate.

The algorithm compares a first candidate to second candidate in one pass.

The second candidate is always a head.

The following conditions apply to all modes:

- a) a spouse cannot be a child;
- b) a child is never older than the head;
- c) in unclear head situations, select
 - i) a couple over a single female head
 - ii) a single female head over a single male head
 - iii) a single male head.

The probability used is the probability of the parent having the child when the child is born. The algorithm will then extract the probability.

Once all second candidates have been passed through, the algorithm will hold a child candidate to its selected head candidate if one could be determined.

Once a child is attached to a head it is no longer considered in any analysis.

Once all first candidates are selected, control is passed to the next function.

Use of Probability Tables

When situations arise where two or more individuals may meet the spousal age parameters or the child parent age parameters the attached probability tables determine which of these individuals should be considered to best satisfy the age parameter conditions.

PERCENTAGE BIRTHS BY AGE OF MOTHER

ONTARIO, 1978

<u>Age of Mother</u>	<u>% of Total Births</u>	<u>Age of Mother</u>	<u>% of Total Births</u>
12	.002	30	5.569
13	.012	31	4.772
14	.063	32	3.304
15	.285	33	2.386
16	.952	34	1.932
17	1.848	35	1.400
18	2.651	36	1.036
19	3.724	37	.726
20	4.692	38	.527
21	5.574	39	.369
22	6.264	40	.268
23	7.159	41	.154
24	7.646	42	.110
25	7.840	43	.073
26	7.766	44	.040
27	7.435	45	.025
28	7.034	46	.011
29	6.332	47	.002
		48	.002
		49	.000
		50+	.001
		NOT STATED	.014
		TOTAL	100.000

N.B. Total Live Births, Ontario 1978 = 120,964.

Source: Vital Statistics for 1978, Province of Ontario

PERCENTAGE BIRTHS BY AGE GROUPS OF FATHERS

ONTARIO, 1978

<u>Age Group of Fathers</u>	<u>% of Births*</u>
Under 20	1.69
20-24	18.49
25-29	37.00
30-34	28.54
35-39	9.92
40-44	3.01
45-49	0.97
50-54	0.27
55-59	0.08
60-64	0.02
65+	0.01
TOTAL	100.00

*In 7,776 cases the age of the father was not stated. For the purpose of this table only births in which the age of the father was known were used (120,964 - 7,776 = 113,188).

Source: Vital Statistics for 1978, Province of Ontario.

Boarder Unit Analysis

Candidates which pass through the spousal and dependents analysis without being matched may be considered belonging to a boarder social unit under the following conditions:

- i) they have OSTAT = 'B';
- ii) they are marked non-primary social unit.

These candidates are swapped to one virtual social unit in one pass.

The head of the boarder social unit will be the oldest available candidate.

Unit Generation Routine

This routine will generate all social units within a stack, with one pass per absolute social unit.

An absolute social unit is a virtual social unit which has survived the analysis phase with valid individuals still assigned to it.

The routine will format and write social unit records; write individual and name file information for every individual, and update the household record with information about the primary social unit.

This routine will also build the social unit type for the household record.

When generating:

- A) heads always have an individual no. of 1;
- B) spouses always have an individual no. of 2;
- C) dependents always have an individual no. of 3+;
- D) missing ages are marked as -999.

Social unit type will be determined by examining a head's:

- i) spousal status;
- ii) child count;
- iii) OSTAT.

This analysis also relates to the household's social unit type.

(a) The Housing Type Algorithm

This algorithm is based upon testing the number of residential unit counts found for each type of residential property code and for properties where predominant use code is not necessarily residential but have residential units within the property. The following code numbers apply to the housing type as a result of the housing algorithm:

- 00 One Residential Unit - Property Codes 311 and 322 - Single Family Attached
- 20 Two or more Residential Units - Property Codes 311 and 312 - Single Attached Conversion
- 01 One Residential Unit - Property Codes 201, 211, 231 and 301 - fee simple ownership - Single Detached
- 21 More than one occupied Residential Unit - Property Codes 201, 211, 231, 301 and 302 - Single Detached Conversion
- 02 One Residential Unit - Property Code 370, Structure Code 97 or 98 - Rowhouse Condominium
- 22 More than one occupied Residential Unit - Property Code 370, Structure Code 97 or 98 - Rowhouse Condominium Conversion

- 03 One Residential Unit - Property Code 370 and Structure Code not 97 or 98 - Apartment Condominium
- 23 More than one occupied Residential Unit - Property Code 370, Structure Code not 97 or 98 - Apartment Condominium Conversion
- 04 One Unit Residential Unit - Property Codes 221, 303 and 399 600 - Mixed Residential
- 05 One or more Residential Units - Property Codes 381 to 395 - Residential Mobile
- 06 Two Residential Units - Property Code 332 - Duplex
- 26 More than two Residential Units - Property Code 332 - Duplex Conversion
- 07 Two Unit Residential - Property Codes 399 600 - Residential Mixed
- 08 Three Residential Units - Property Code 333 - Triplex
- 28 More than three Residential Units - Property Code 333 - Triplex Conversion
- 09 One or more Residential Units - Property Code 350 - Row Housing
- 10 Three or more Residential Units - Property Codes 399 600 - Residential Mixed
- 11 Four Units Residential - Property Code 334 - Fourplex
- 31 More than four Residential Units - Property Code 334 - Fourplex Conversion
- 12 Five Residential Units - Property Code 335 - Fiveplex
- 32 More than five Residential Units - Property Code 335 - Fiveplex Conversion
- 13 Six Residential Units - Property Code 336 - Sixplex
- 33 More than six Residential Units - Property Code - 336 - Sixplex Conversion
- 14 More than six Residential Units - Property Code 340 - Apartments
- 15 Property Code 360 - Rooming House
- 16 Property Code 599 - Residential Institution
- 99 Unclassified

It should be noted in creating the housing type algorithm that for Property Code 301 which has at least one occupied unit any vacant assessable units are dropped from the file but the assessment value is transferred to the occupied unit. However, if all units on the property are vacant one is transferred to the file as a vacant unit together with all assessment values.

Should any residential property not contain a property code in order to be referenced to the housing type, a count is induced with the following allocations:

One Unit	- 00
Two Units	- 06
Three Units	- 08
Four Units	- 11
Five Units	- 12
Six Units	- 13
More than Six Units	- 14

3.3 ERROR MESSAGES FROM H.D.B. CREATE PHASE - MPR40002

The create will return a series of messages for any condition that is serious enough to violate the processing bounds set-up and degrades the quality of the results.

The error messages will be in two parts. Part one is generated by a specific algorithm which has detected a serious condition. The second part is generated by a locate algorithm which points to the geographical location of the error so it can be traced.

Message:

Error: Missing Property Info

Explanation:

Create failed to find the first record of a new property complex.

Probable Cause:

Extract program or sort problem.

Recommended Actions:

- 1) Check R.P.F. for duplicate prime P.G.U. keys at listed locations.
- 2) Check for missing R.P.F. info at the listed locations.

Message:

Serious Error: Individual stack overflow.

Explanation:

Over 1,000 individuals in a household. Processing will continue with the first thousand individuals.

Probable Cause:

- 1) New large property in R.P.F.
- 2) Error in extract or sort.

Recommended Actions:

- (1) Check list R.P.F. location for:
 - (a) A large number of individuals, if so ask for program modification.
 - (b) Check for duplicate prime P.G.U. key causing over aggregation to the same household.
- (2) Check with M.S.D. for:
 - a) Correct extract handling of type #3 and/or type #4 records at listed R.P.F. locations.
 - b) Correct sort handling of type #3 and/or type #4 records at listed R.P.F. locations.

Message:

Serious Error: Generated numbers of individuals (nindiv) (nnn) does not equal extract nindiv (jjj) for generated HHLD.

Explanation:

Computed individual total does not agree with that passed from R.P.F. by extract.

Propable Cause:

- (1) Extract or sort error.
- (2) Error in social unit algorithm.

Recommended Actions:

- 1) Check R.P.F. for duplicate prime P.G.U. keys at listed location.
- 2) Check R.P.F. for invalid data.

Message:

Error: Invalid property code (ZZ) and structure code (XX)
combination - default in effect.

Explanation:

The property algorithm did not have sufficient information from the R.P.F. and household algorithm to determine the proper code, estimate based on number of households was made.

Probable Cause:

- 1) Insufficient information on R.P.F.
- 2) Extract or sort error.

Recommended Actions:

- 1) This error may be caused by missing property info, check for previous error message.
- 2) Check for invalid S.A.S. or R.P.F. information.

THE SUMMARY OF RECORDS

The summary of records will provide a count of the following four data elements in the generation of the Housing Data Base:

- . Number of Properties
- . Number of Occupancies
- . Number of Social Units
- . Number of Individuals

Aggregates of these counts of the above four data elements will be provided on prime P.G.U.'s of B.P.U., M.P.D. and Municipality as totals and progressive totals.

PGM: MPR40002				CREATE PROPERTY AND HOUSING DATABASE SUMMARY				DATE: 05 06 1985		PAGE: 5
MUNC	MPD	BPU	(KEY)	TOTAL PROPERTIES	TOTAL UNITS	TOTAL VAC UNITS	TOTAL SOCIAL UNITS	TOTAL	INDIVIDUALS	
01	133	356		1,244	1,404	18	1,815		4,608	
01	133	365		1,565	1,828	13	2,307		5,898	
01	133	932		419	2,068	17	2,417		5,373	
01	133	933		524	1,694	28	2,034		4,909	
01	133	938		2,246	2,569	36	3,222		8,409	
01	133	939		507	1,286	58	1,546		3,972	
01	133	940		846	1,367	18	1,661		4,000	
01	133	941		498	545	4	682		1,646	
01	133	942		1,088	1,103	11	1,470		3,927	
01	133	943		369	1,953	79	2,211		4,736	

THE USE OF THE STATISTICAL ANALYSIS SYSTEM (S.A.S.) PACKAGE TO GENERATE UNIQUE REPORTS

The S.A.S. package is used to generate user requested tabulations which are not available from the basic set of reports.

The user of the data must state the area of concern, the type of tabulations required and the geographical areas of reporting as a minimum to run a special request.

OPERATING GUIDELINES AND RULES (Applies to both R.P.F. and H.D.B)

A policy needs to be established for the security of the information and the maintaining of the tapes. Users should familiarize themselves with the following Section 78 of the Assessment Act.

THE ASSESSMENT ACT

Revised Statutes of Ontario, 1970
January 1977

78.--(1) Every assessment commissioner or assessor or any person in the employ of a municipality who in the course of his duties acquires or has access to information furnished by any person under section 13 or 14 that relates in any way to the determination of the value of any real property or the amount of assessment thereof or to the determination of the amount of any business assessment, and who wilfully discloses or permits to be disclosed any such information not required to be entered on the assessment roll to any person not likewise entitled in the course of his duties to acquire or have access to the information, is guilty of an offence and on summary conviction is liable to a fine of not more than \$200, or to imprisonment for a term of not more than six months, or to both.

Disclosure of Information

(2) This section does not prevent disclosure of such information by any person when being examined as a witness in an assessment appeal or in an action or other proceeding in a court or in an arbitration.

Exception

R.S.O. 1970, c. 32, s.78.

General Guidelines on Confidentiality

The Minister of Revenue may wish to publish general guidelines on confidentiality of assessment data for use by municipalities. It is the understanding of Metropolitan Toronto that the following general rule must be adhered to. A user of the R.P.F. may wish, for editing or data gathering purposes, to examine data in its raw state. However, all published data should be presented in an aggregated level not any lower than the physical block bounded by streets.

Tape Retention Rules

The following set of time retentions are those which are presently in this system, but may be varied if required:

S.A.S. Tapes (from Ministry of Revenue Ontario)

Retain tapes for 2 years and 3 months (3 cycles);

Conversion Files

The final conversion file for each historical year in which data is available should be kept. Therefore, the conversion must be maintained for the previous five years.

R.P.F. in A.G.U. Sequence

Retain only till the following years cycles is created (1 year);

R.P.F. in P.G.U. Sequence

These tapes are to be maintained for 5 years, with the exception of census years (i.e. - 1981) which are to be kept indefinitely;

H.D.B. in P.G.U. Sequence

These tapes are to be maintained for 5 years, with the exception of census years, which are to be kept indefinitely;

Extracts from the R.P.F. and H.D.B.

Extracts from these data base for the M Series or other reports are to be kept for 3 years;

Reports

Tape copies of the reports themselves should be kept for 3 years.

NOTE: Once the various files and reports have been successfully generated, they should be consolidated to maximize the usage made of each tape that is retained.

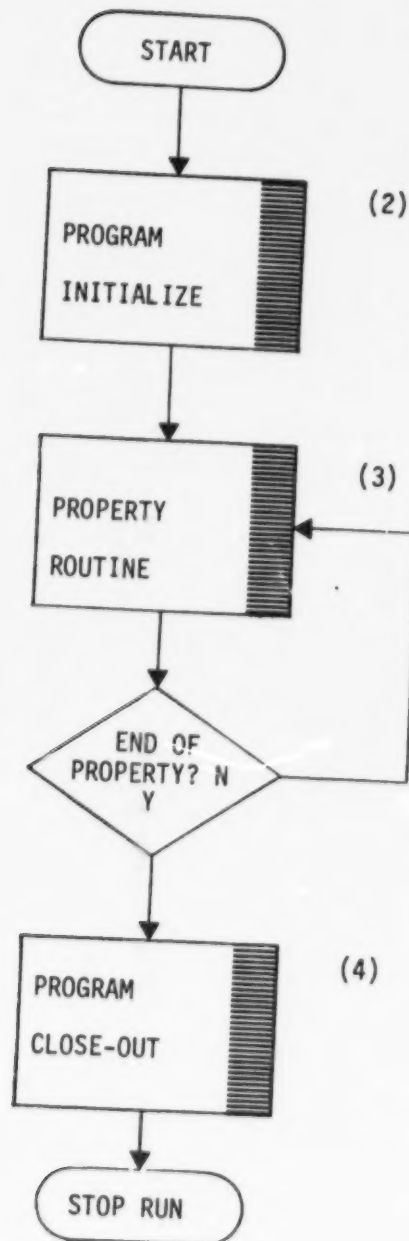
3.4 FLOWCHARTS FOR CREATE PHASE
OF HOUSING DATA BASE (HDB)

These flowcharts represent the logical flow of the create process, and are not intended to necessarily reflect the COBOL source language that physically performs the process.

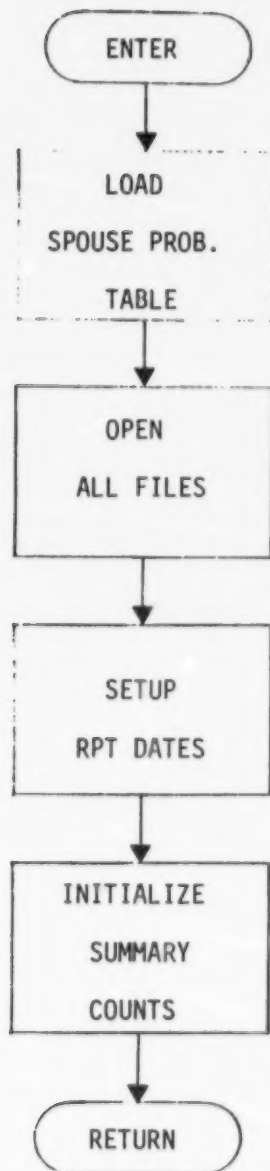
**GLOSSARY OF TERMS USED IN
POPULATION/HOUSING ANALYSIS**

<u>ELEMENT</u>	<u>VALUES</u>	<u>MNEMONIC</u>
Number of Individuals in Logical Household	0 - 999	ICNT
Location of Individual (1st Candidate)	0 - 999	PTR1
Location of Individual (2nd Candidate)	0 - 999	PTR2
Virtual Social Unit	0 - 999	VSU
Absolute Social Unit	0 - 999	ASU
Primary S.U. Status Flag	'A' or 'W'	ASTAT
Head of S.U. Status Flag	'H', 'I' or 'W'	HSTAT
Occupancy Status Flag	'Ø', 'S', 'T', 'B', 'C', or 'W'	ØSTAT
Marital/Dependent Status Flag	'A', 'B', 'C', 'K', or 'W'	MSTAT
Child Count of Head	0 - 999	CCNT

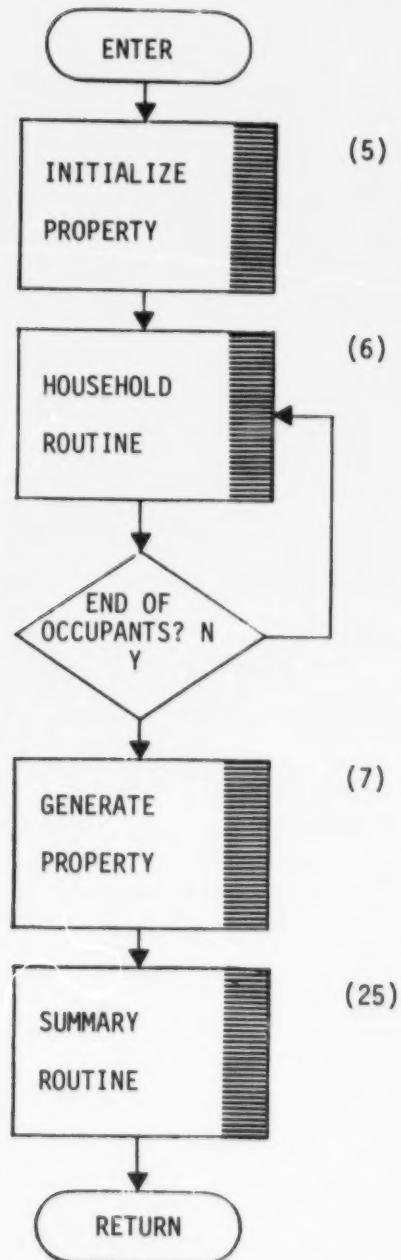
1. MAIN ROUTINE



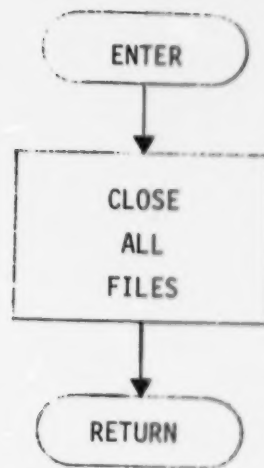
2. INITIALIZE CREATE



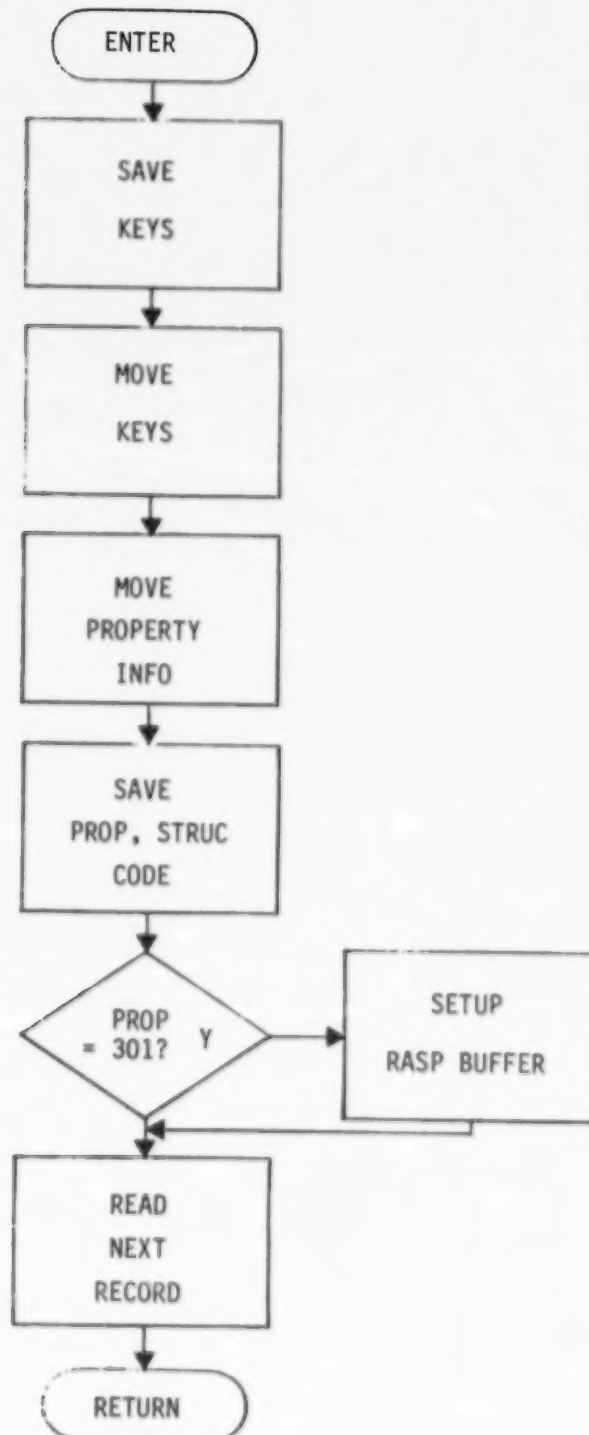
3. PROPERTY ROUTINE



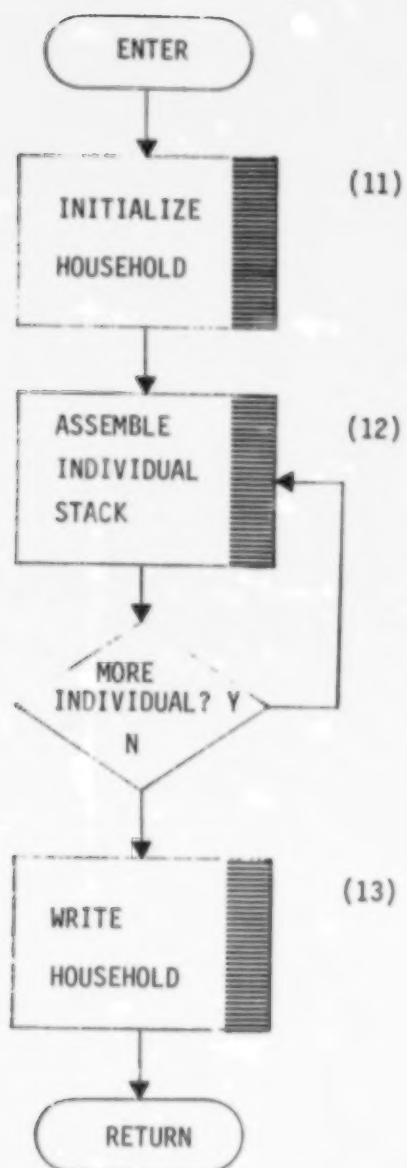
4. CLOSE-OUT ROUTINE



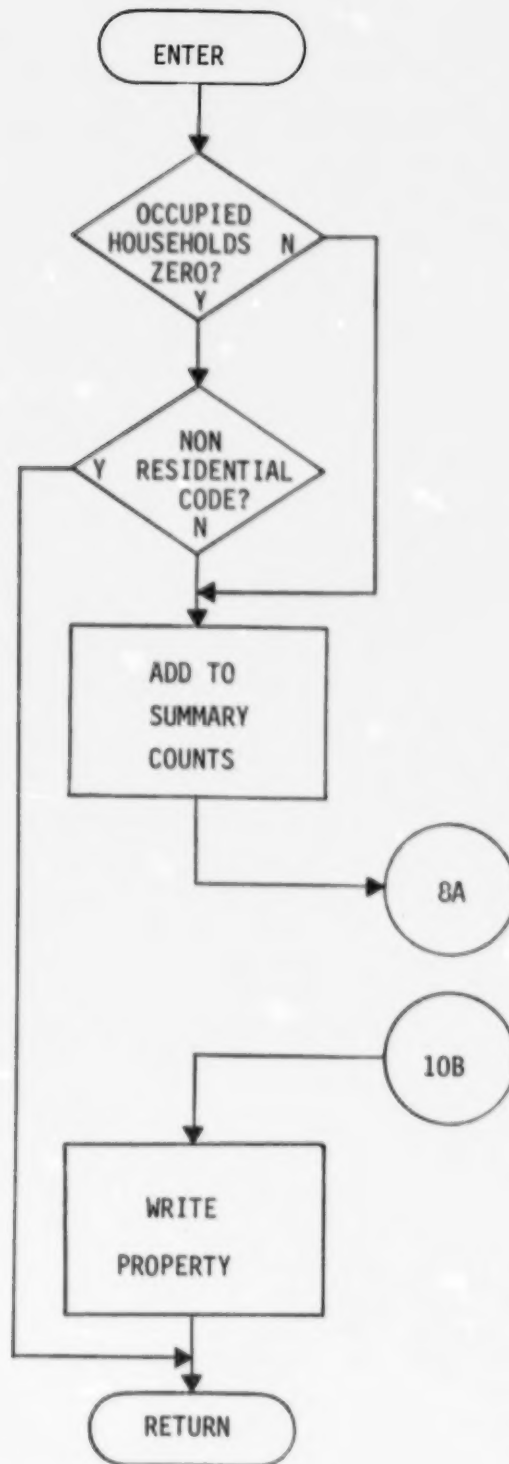
5. INITIALIZE PROPERTY



6. HOUSEHOLD ROUTINE



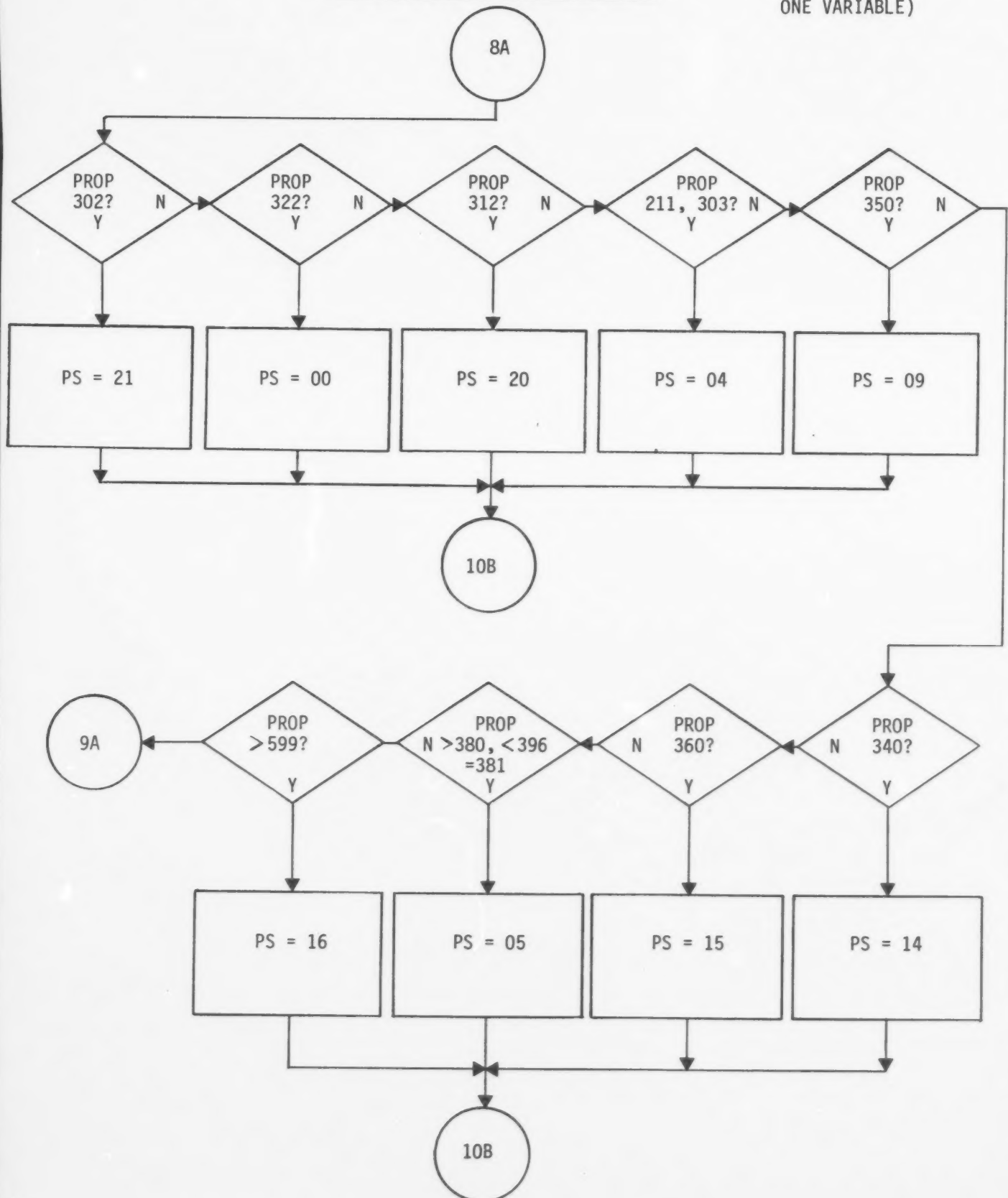
7. GENERATE PROPERTY



PROPERTY AND
HOUSING STRUCTURE
CODE DETERMINATION
(8, 9, 10)

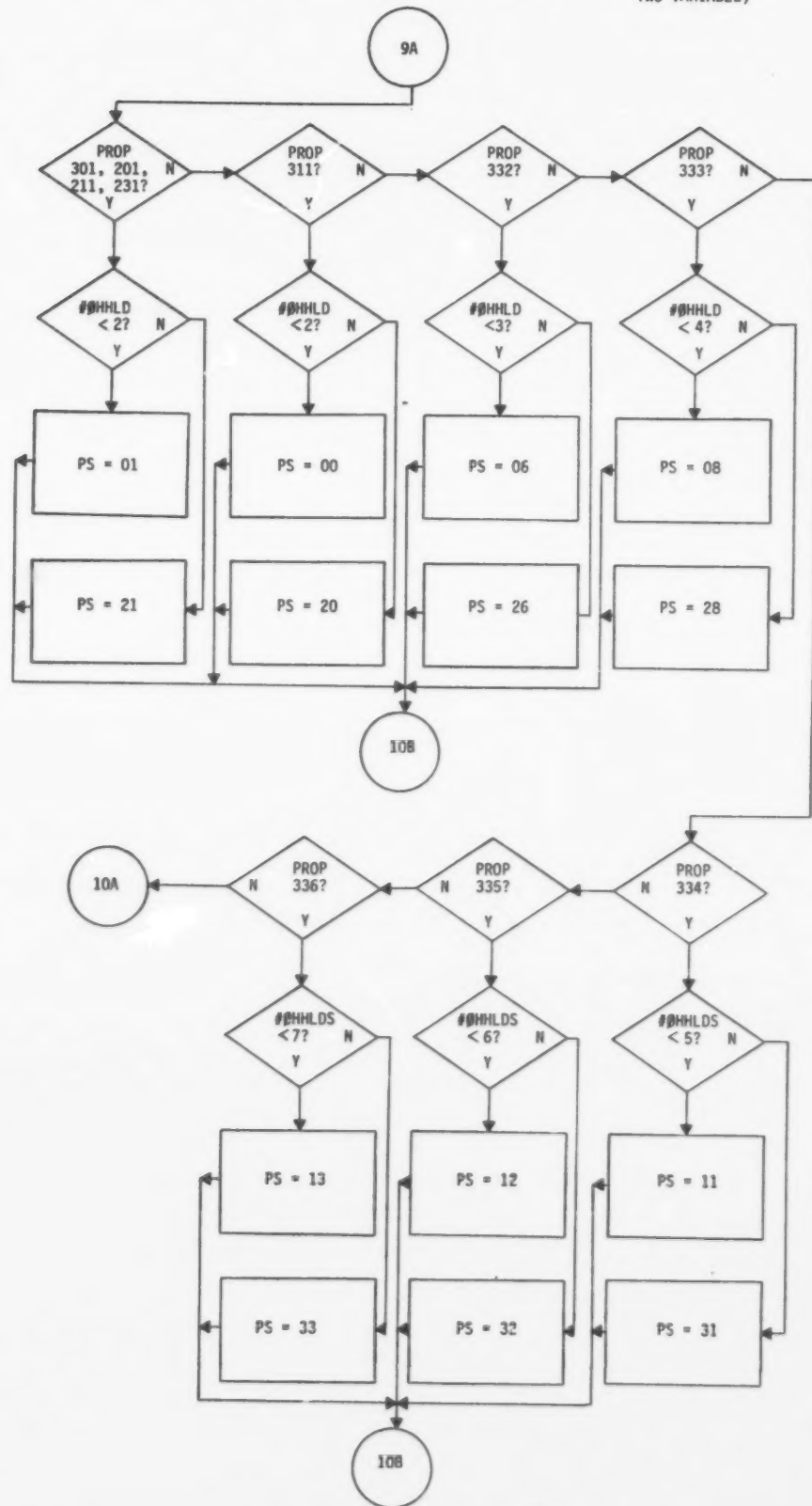
8. STRUCTURE CODE DETERMINATION

(SIMPLE,
ONE VARIABLE)



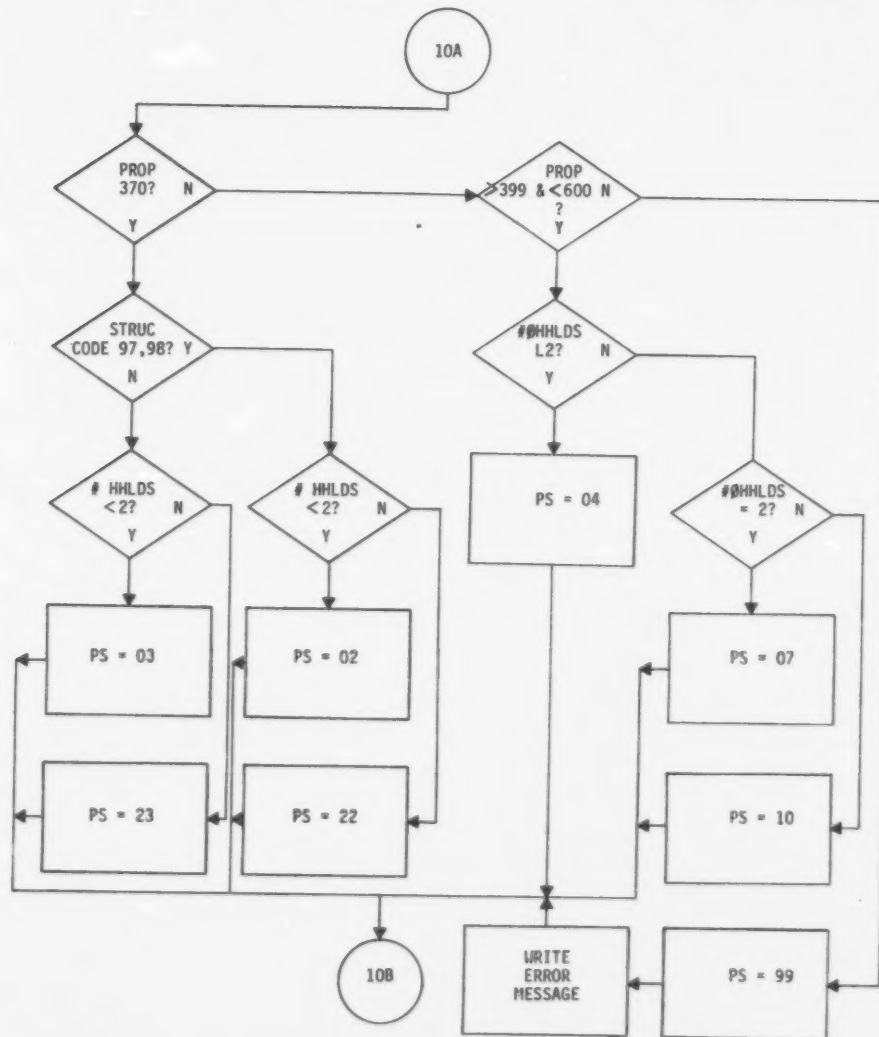
9. STRUCTURE CODE DETERMINATION

(COMPLEX,
TWO VARIABLE)

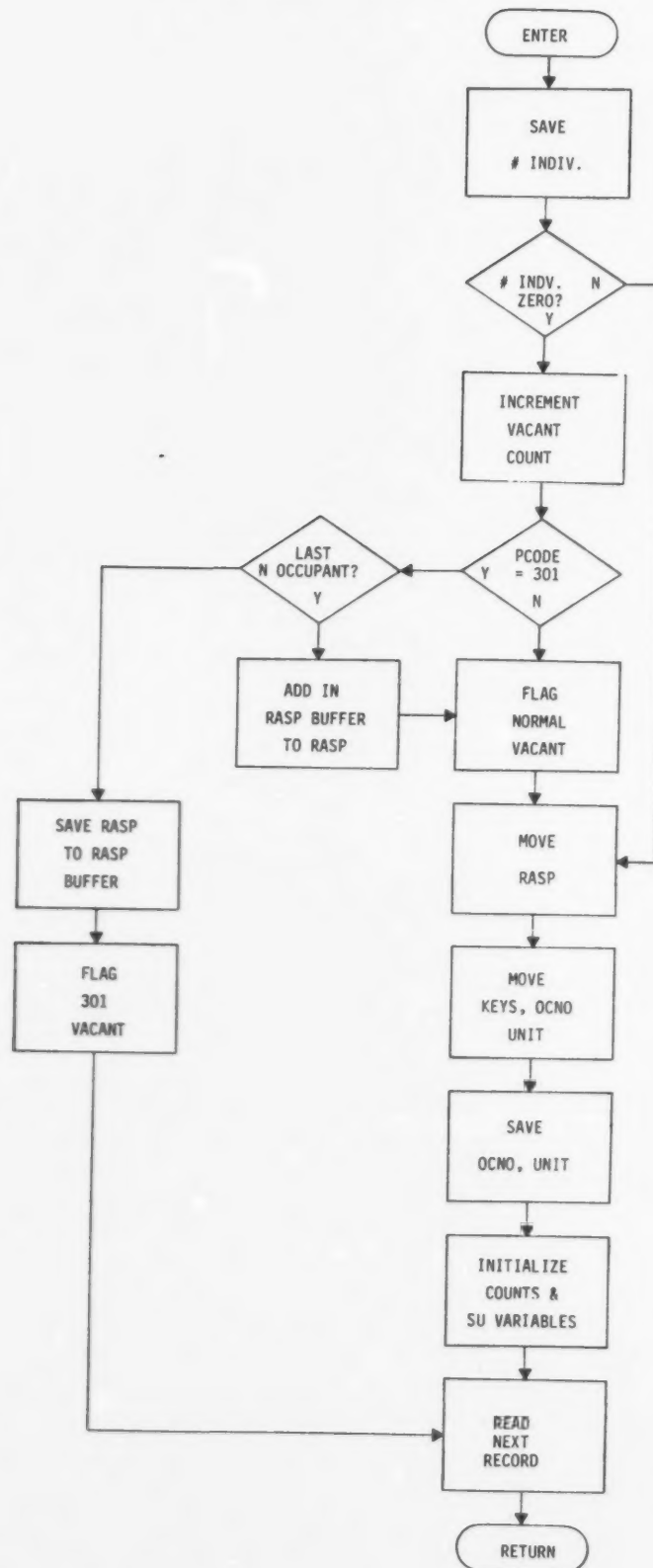


10. STRUCTURE CODE DETERMINATION

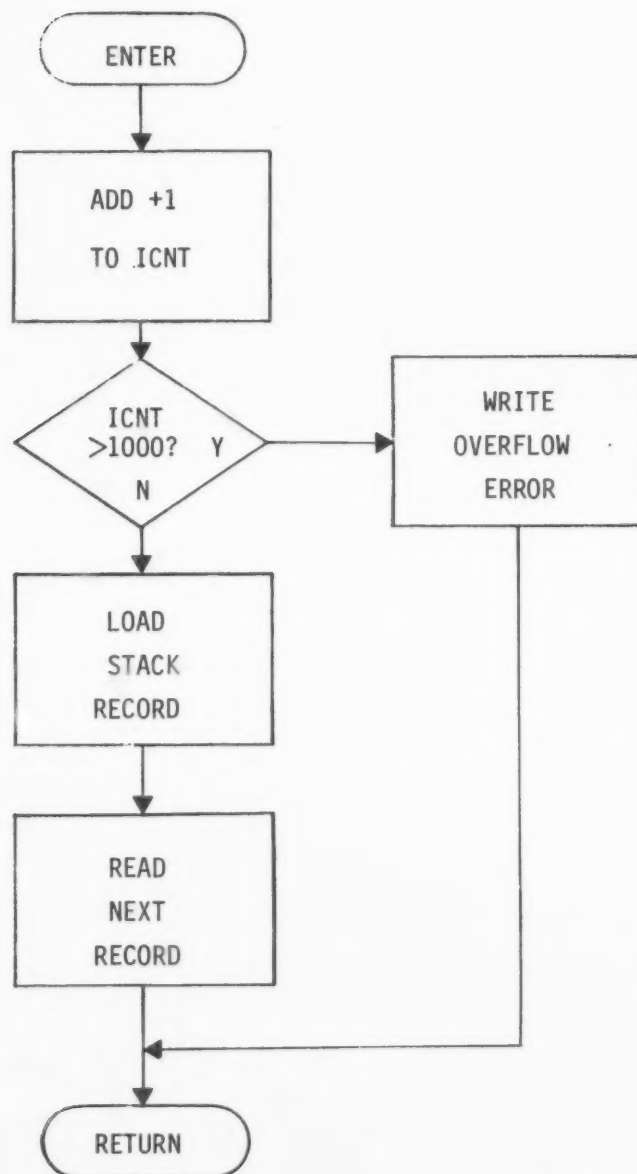
(COMPLEX,
THREE VARIABLES)



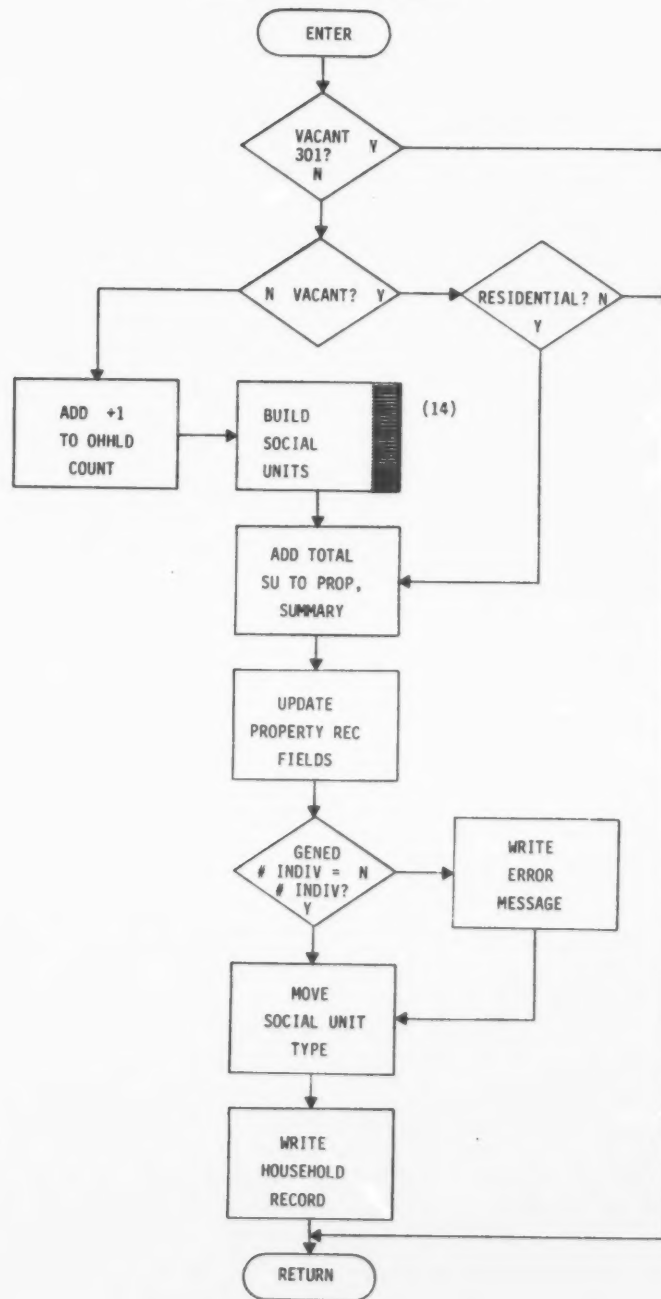
11. INITIALIZE HOUSEHOLD



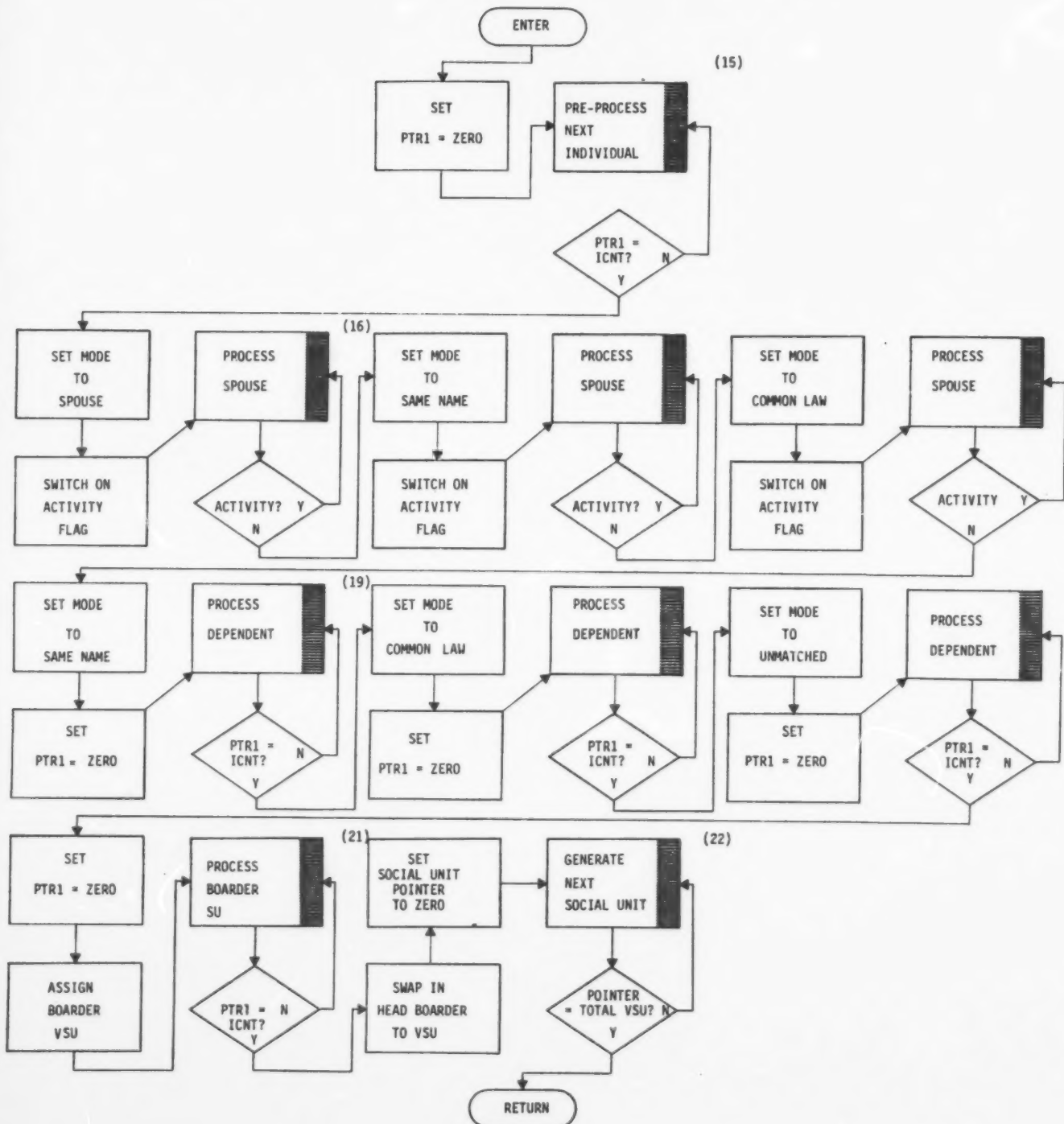
12. INDIVIDUAL STACK ASSEMBLY



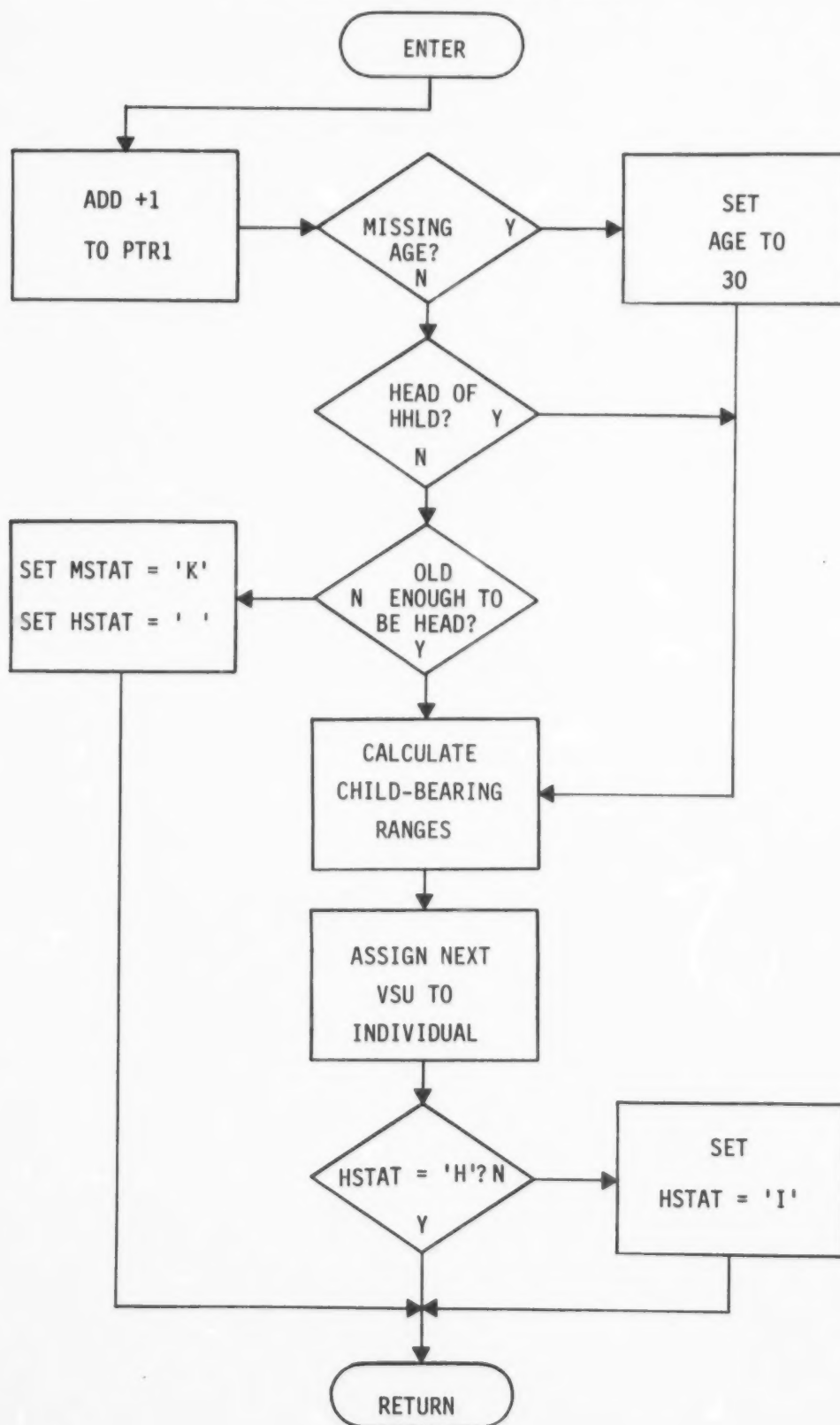
13. WRITE HOUSEHOLD ROUTINE



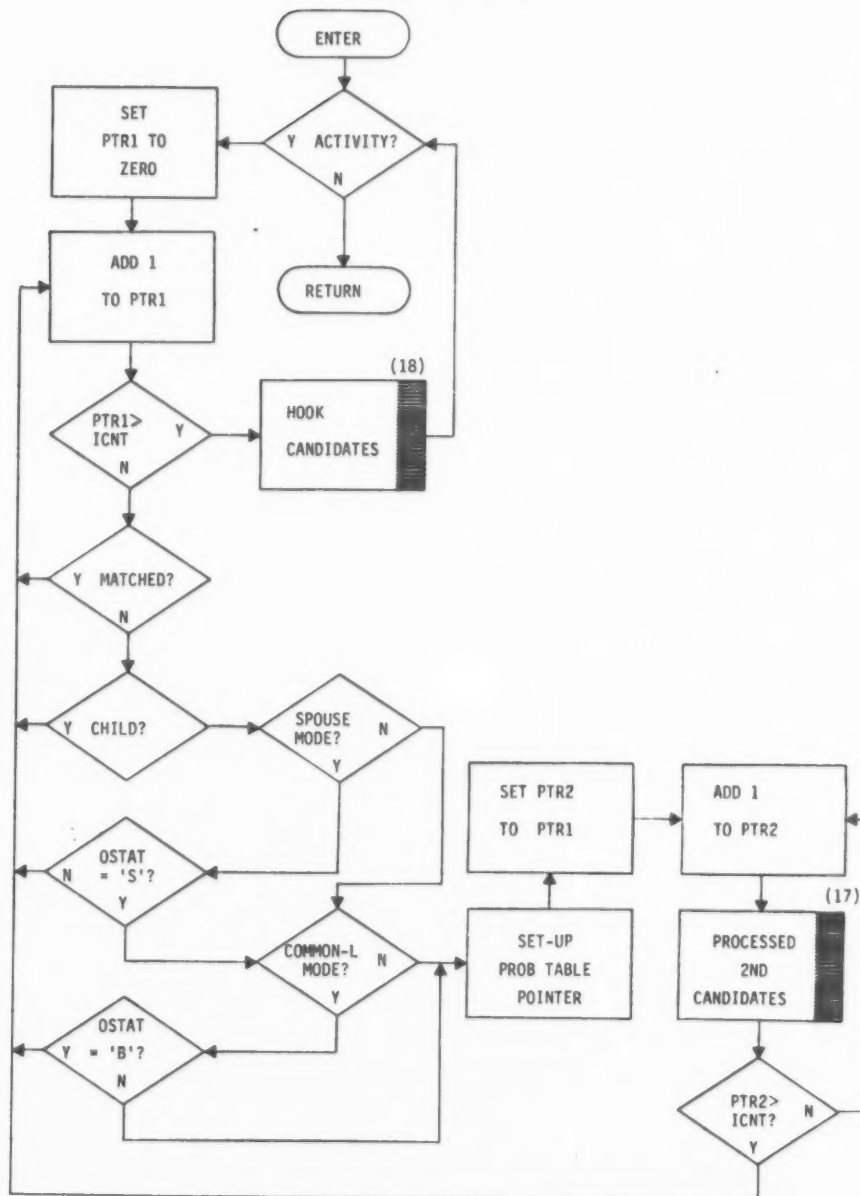
14. BUILD SOCIAL UNITS



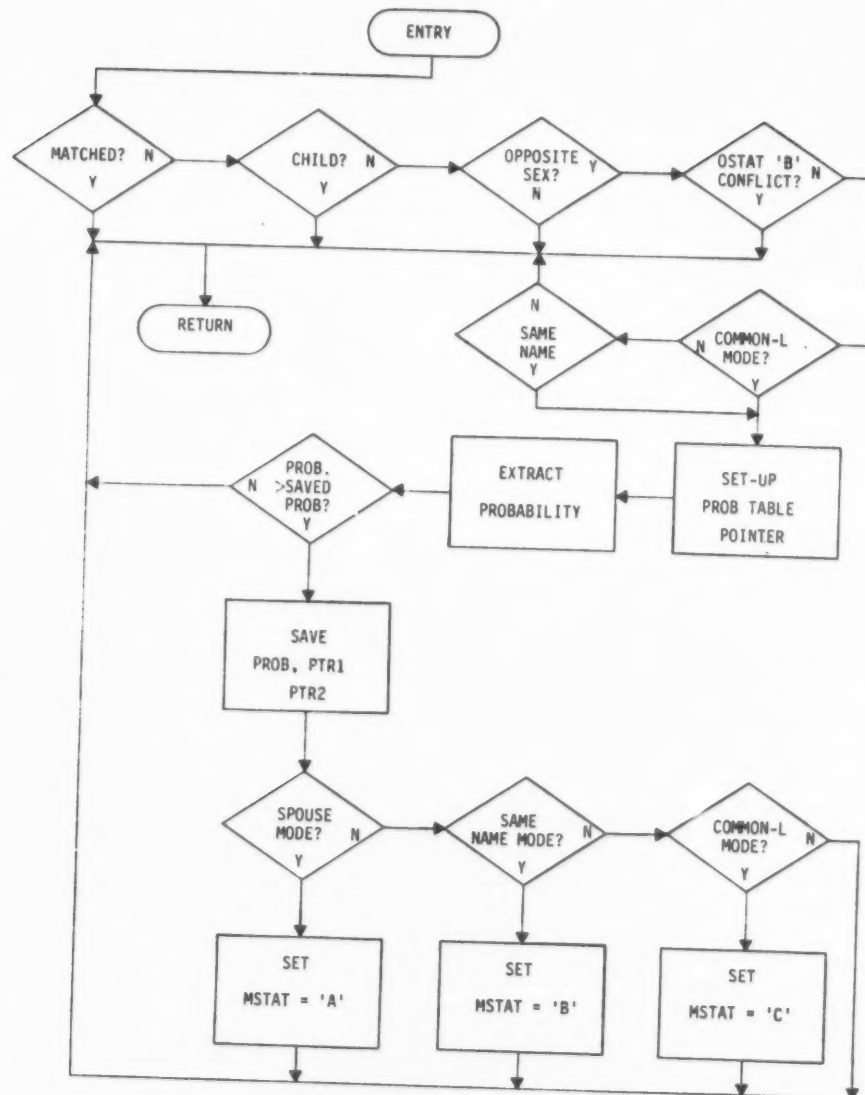
15. PRE-PROCESS AN INDIVIDUAL



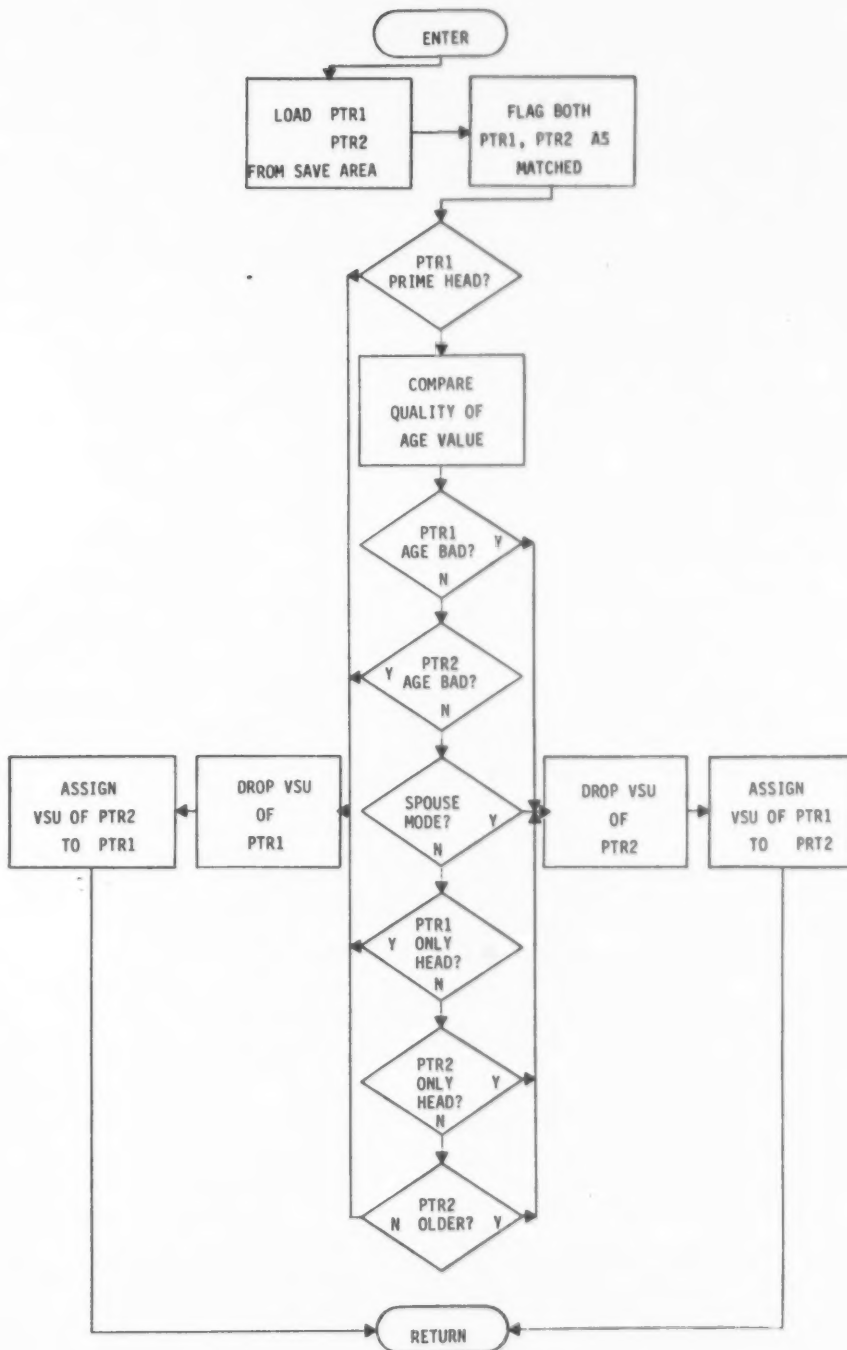
16. PROCESS SPOUSE



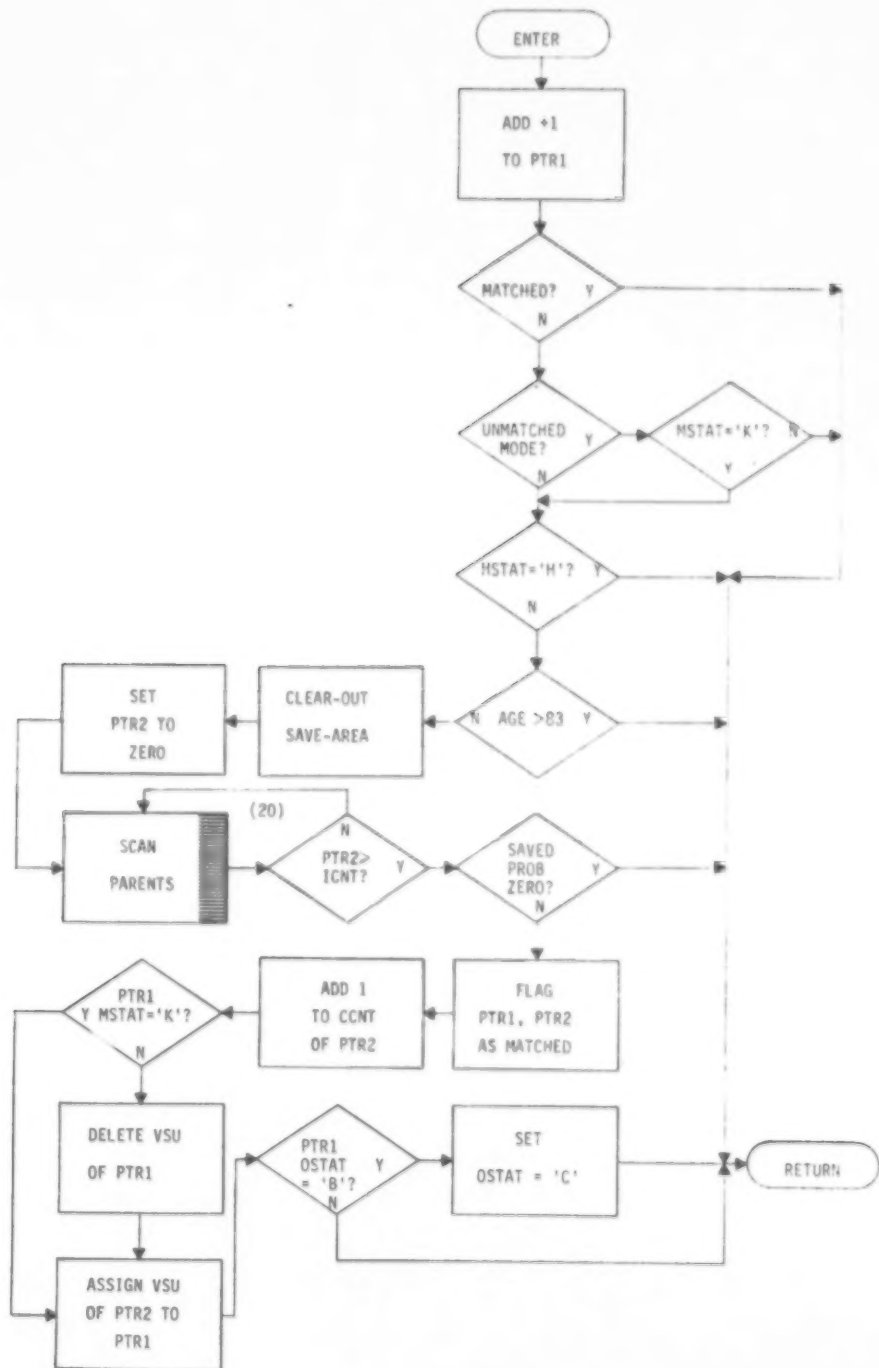
17. PROCESS 2ND CANDIDATE



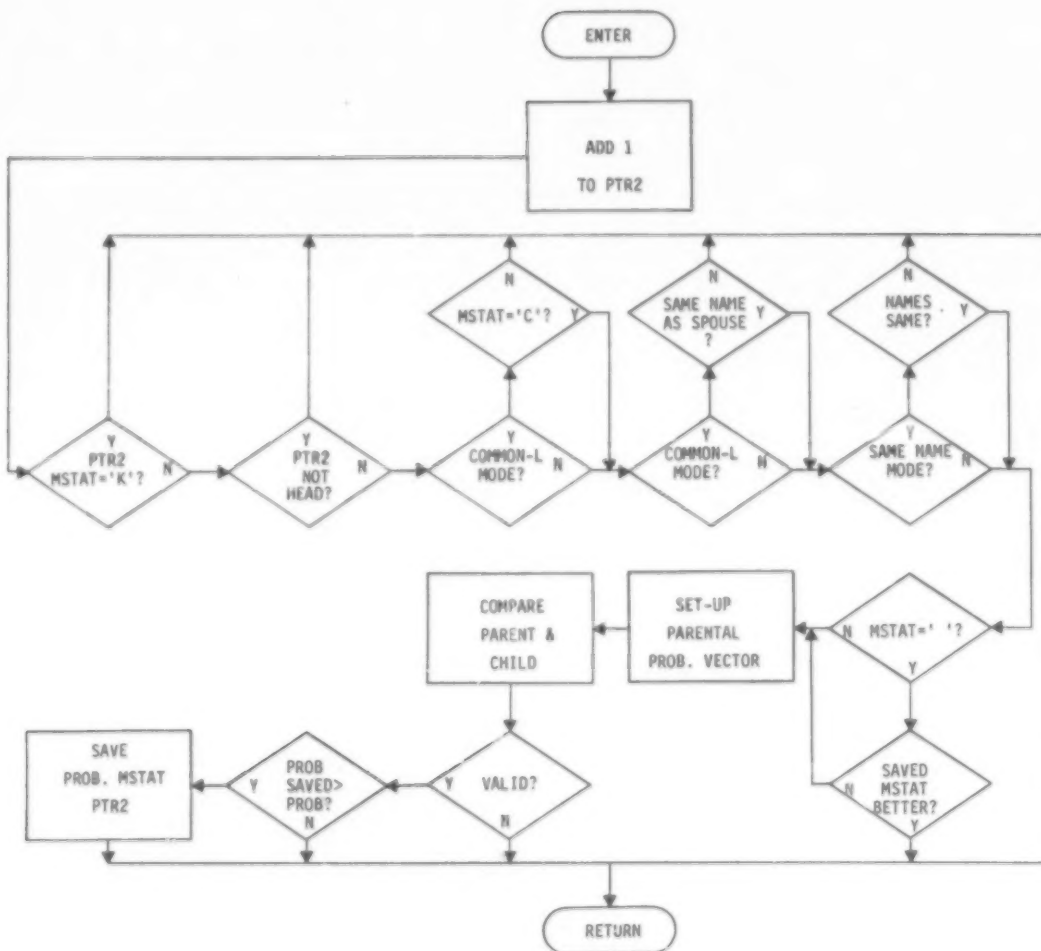
18. HOOK SPOUSES



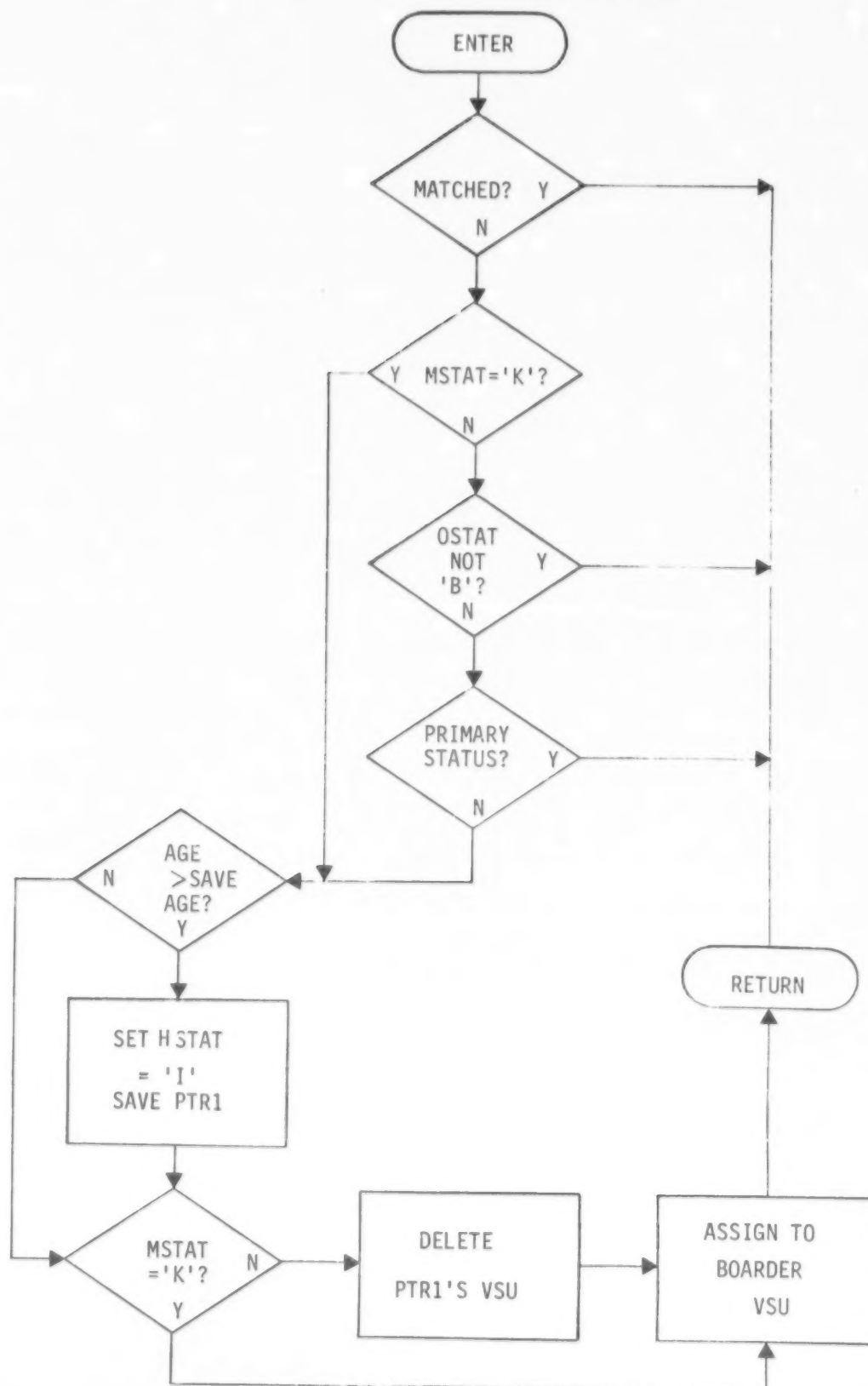
19. PROCESS DEPENDENTS



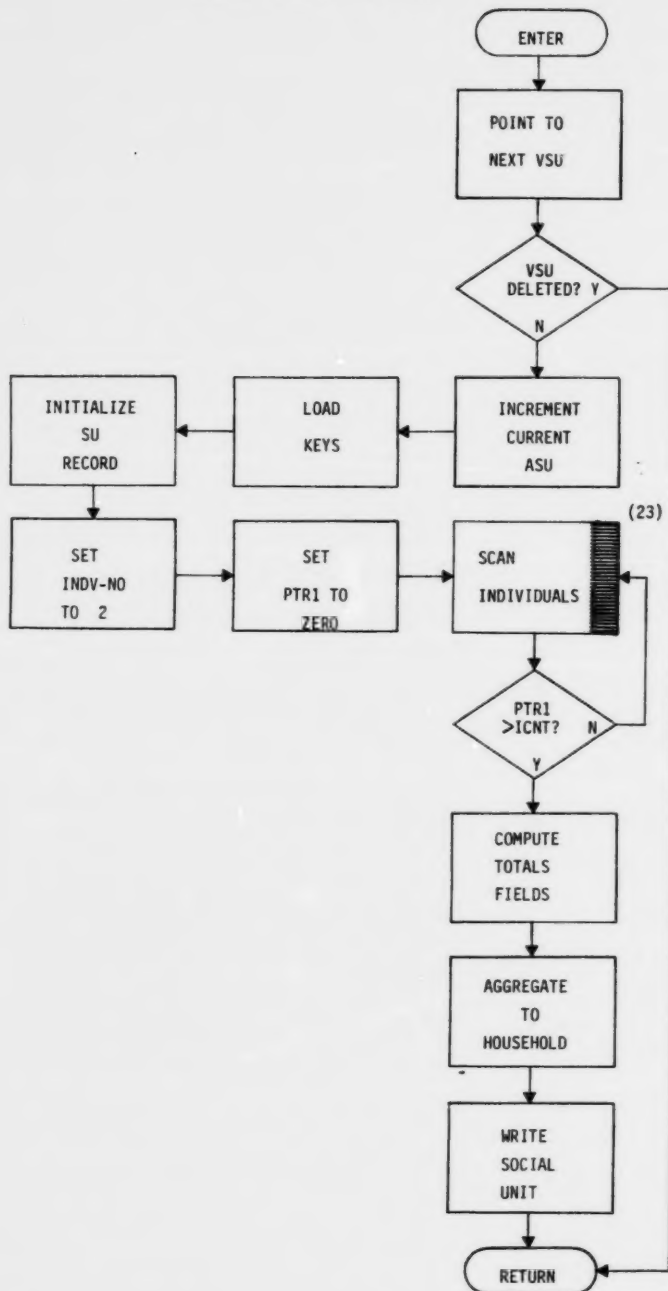
20. SCAN PARENTS



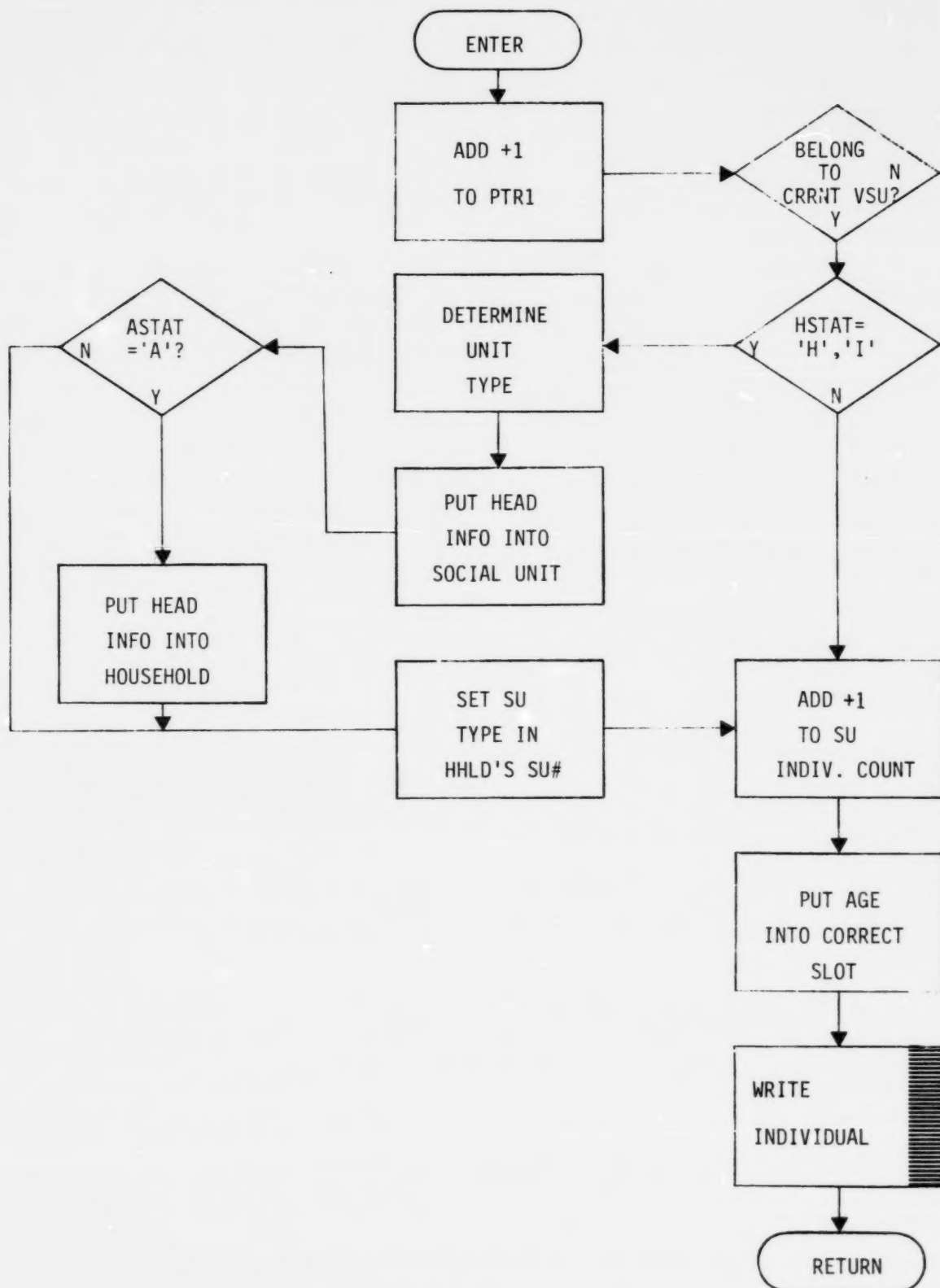
21. BOARDER SOCIAL-UNIT PROCESSING



22. GENERATE SOCIAL UNITS

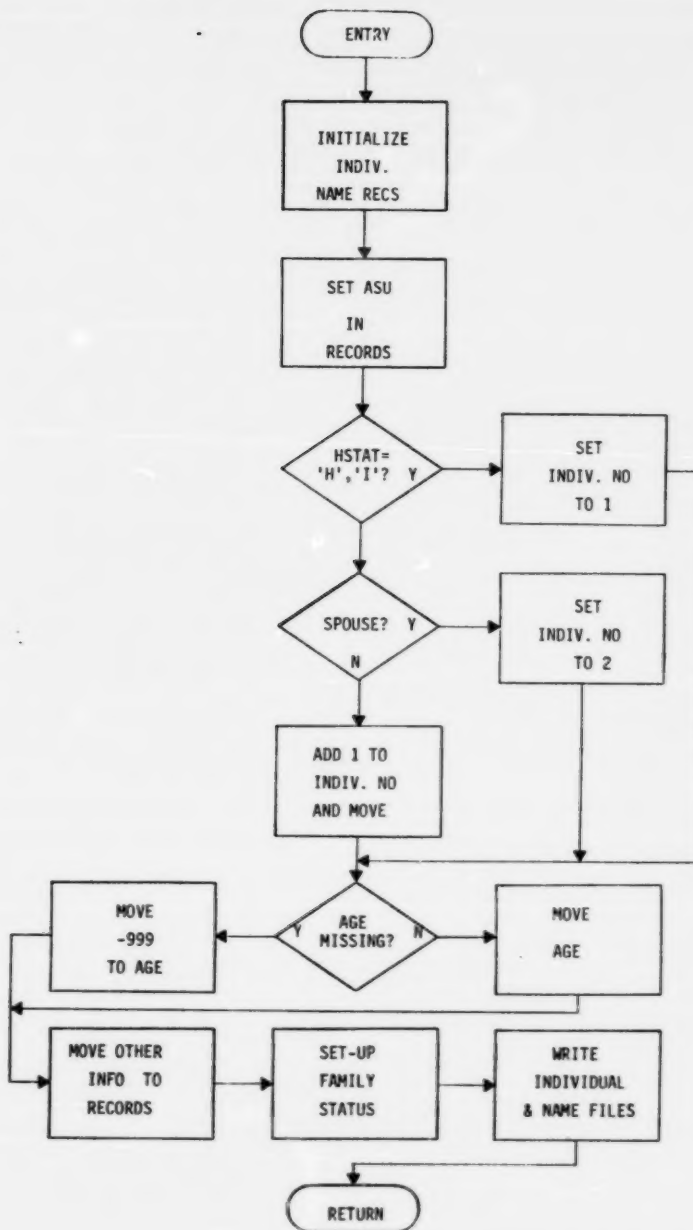


23. SCAN INDIVIDUALS IN SOCIAL UNIT

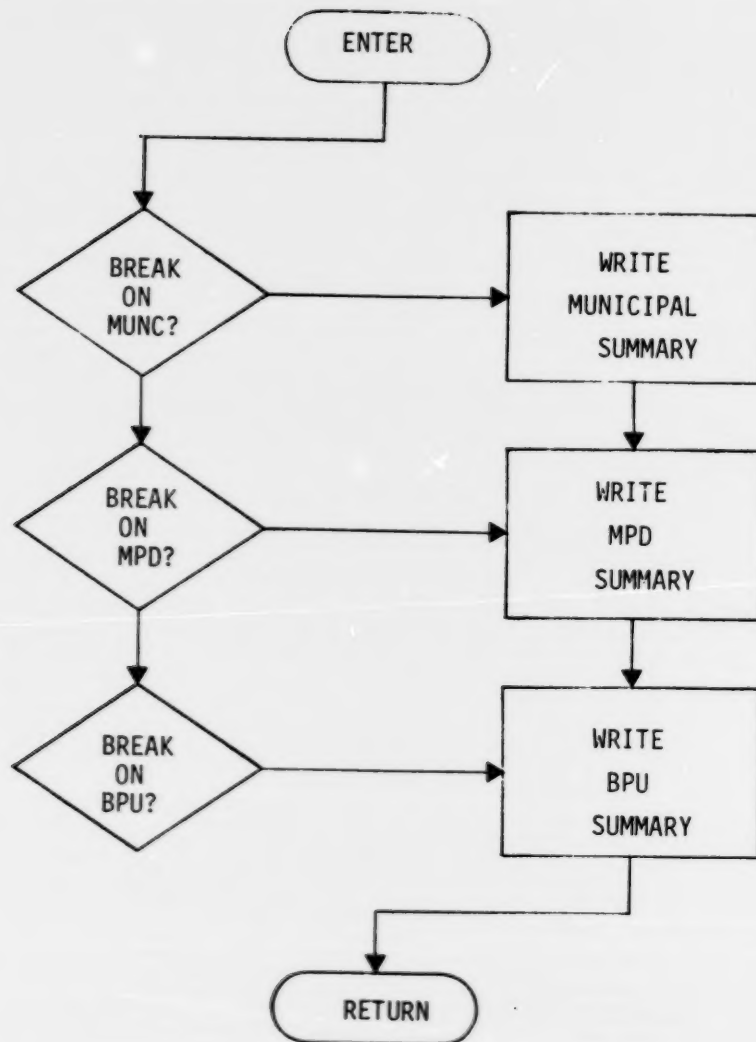


(24)

24. WRITE INDIVIDUAL



25. SUMMARY ROUTE



SECTION 4

BASIC REPORT PROGRAMS

SECTION 4

BASIC REPORT PROGRAMS

4.1 HIGH-LEVEL DESIGN OF REPORT PROGRAMS

To ensure uniformity in development as well as ease in maintenance, the Thirteen Basic Report Programs in the Regional Information System all share a common design. Generally speaking, they only differ in the manner in which data are being extracted from the R.P.F. Data Bank and Housing Data Bank. In this section the common design of the Basic Report Programs is outlined. The details of how data are extracted from the R.P.F. or H.D.B. in each Report Program will be described in subsequent sections.

(A) INPUT:

- Regional Planning File (R.P.F.);
- Housing Data Bank (H.D.B.);
- Control File with control parameters specified as follows.

(B) CONTROL PARAMETERS:

- polygon set number as the basis of how data should be accumulated and tabulated;
- two parameters for specifying the highest and lowest geographical levels of reporting;
- the number of geographical units to be printed on one page;
- a flag indicating whether the last digit of Minor Planning District (M.P.D.) should be converted into a character (0 - blank, 1 - A, 2 - B, ..., 9 - I);
- other necessary parameters, depending on a particular report program.

(C) OUTPUT:

- 1 to 6 Report Files depending on the range of reports specified by control parameters; each Report File contains tabulated data that have been accumulated to a certain geographical level;
- Message File containing messages regarding the execution of the Report Programs.

(D) SPECIAL NOTES:

- (1) control parameters are passed from one phase to another as the first record of the Key-Matrix File with a blank key;
- (2) when the polygon set number specified by the user is 1 and the range of geographical levels of reporting includes M.P.D., the program REPORT outputs a PD File in addition to various Report Files. Each record in PD File has a key corresponding to Planning District and a matrix of accumulated data. Since planning districts may straddle municipal boundaries, the PD File must be sorted on a planning district sequence. Afterwards, it can be used as input Key-Matrix File to the program REPORT to produce report file 2 with data tabulated according to planning district.

In the following subsections (4.2 to 4.7) the details of data extraction from the R.P.F. and H.D.B. will be described for each Report Program.

(E) ALGORITHM:

The overall structure of a Report Program is given in Figure 4.1. It consists of three components:

extraction, sorting and reporting

as shown in Figure 4.2.

The extraction phase is accomplished by the program EXTRACT, which extracts from each property in the R.P.F. and/or H.D.B:

- (i) a key determined by the polygon set number specified by the user;
- (ii) relevant data for accumulation - they are added to a matrix.

A key and matrix pair is outputted to the Key-Matrix File whenever a new key is detected.

Since the R.P.F. is ordered in Prime P.G.U. sequence the Key-Matrix File must be sorted if data are to be tabulated in sequence other than Prime P.G.U. This is done in each Report Program via external sorting.

The final phase of reporting is achieved by the program REPORT, which accumulates data in the Key-Matrix File to various geographical levels and then outputs data after formatting to respective Report Files.

The high-level logics of the programs EXTRACT and REPORT are described in a hierarchy of flowcharts given in Figure 4.3 to 4.9.

FIGURE 4.1

GEOGRAPHIC REPORTING LEVEL

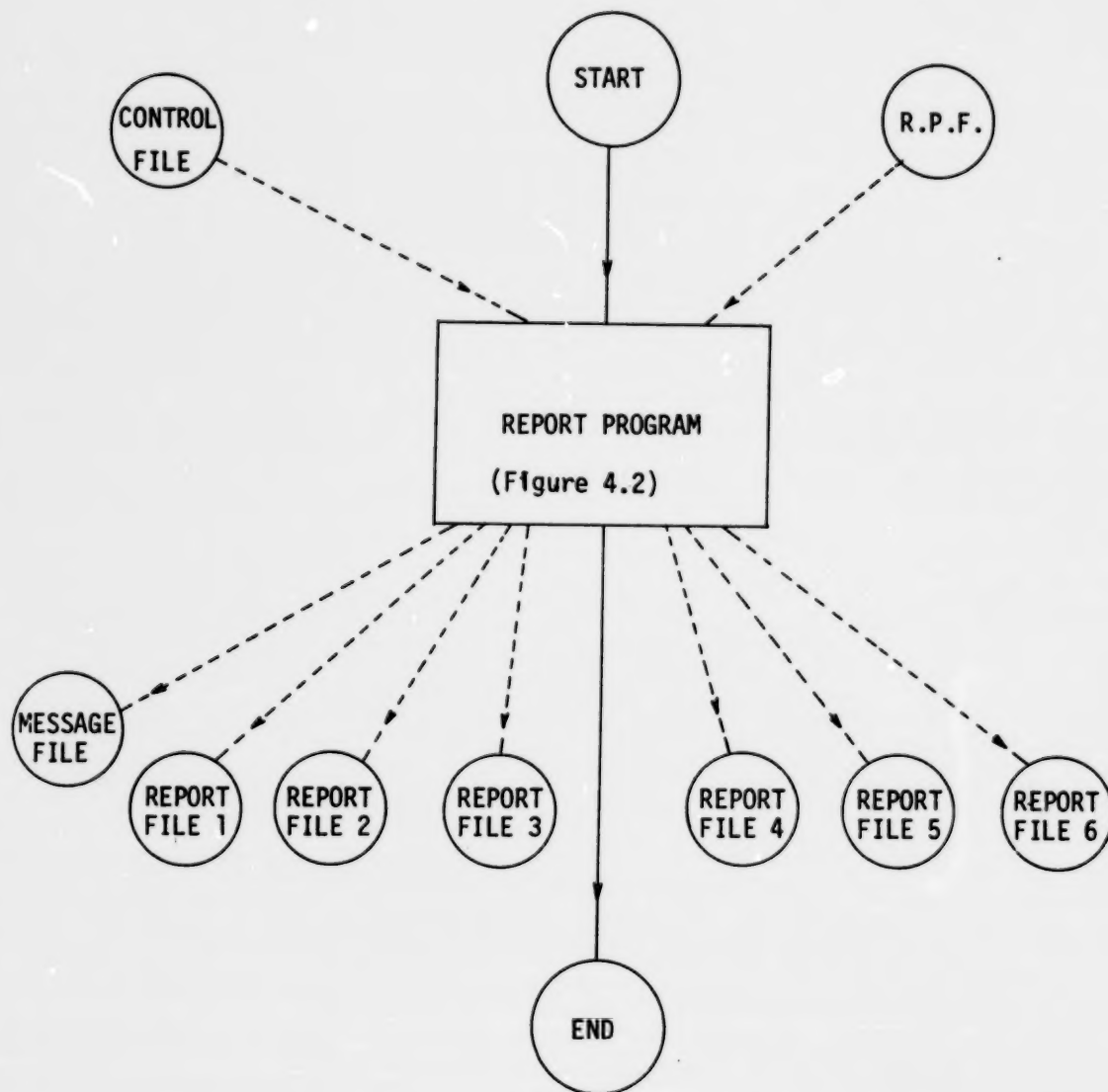


FIGURE 4.2

REPORT PROGRAM

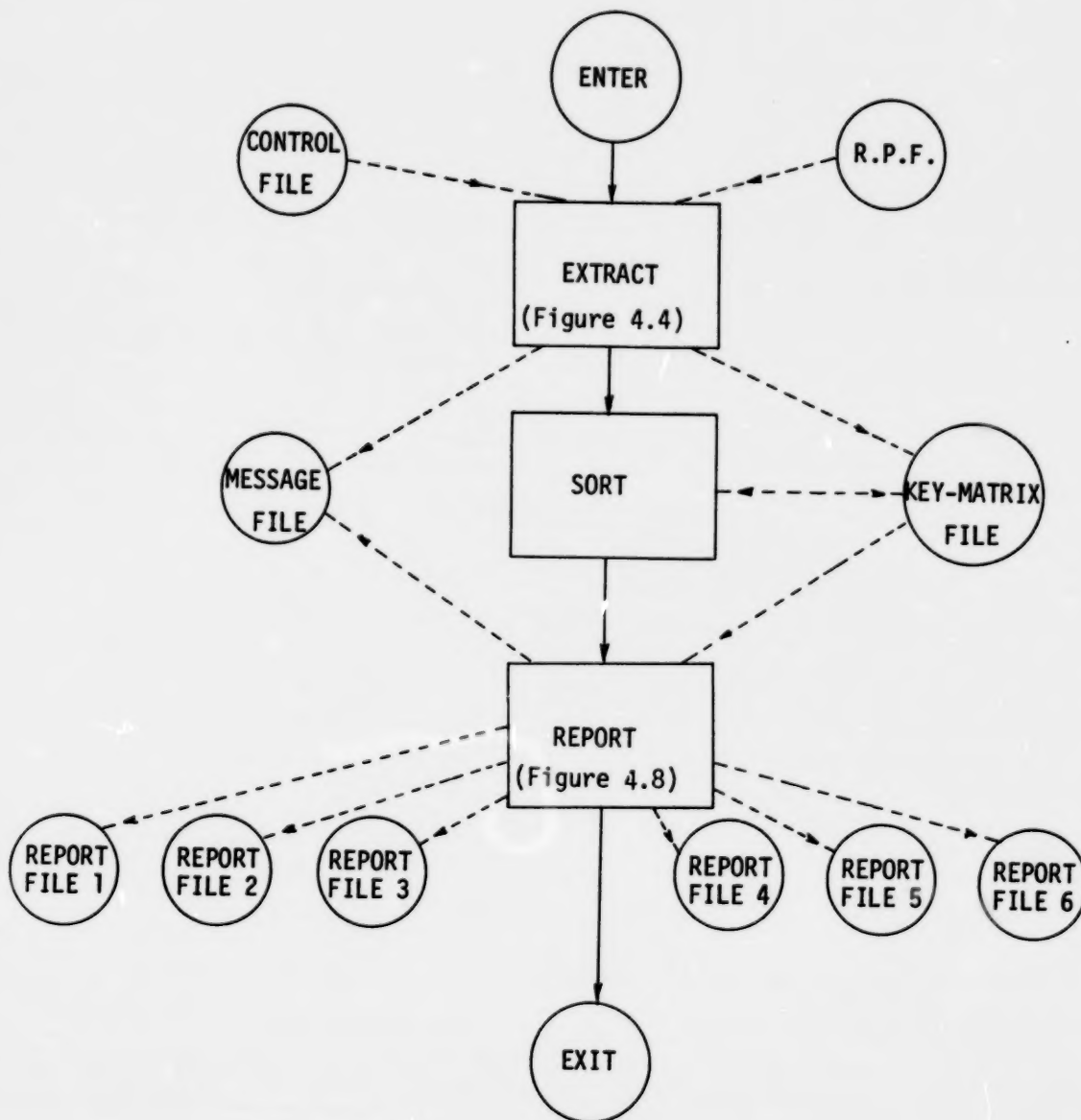


FIGURE 4.3

INITIATE EXTRACT

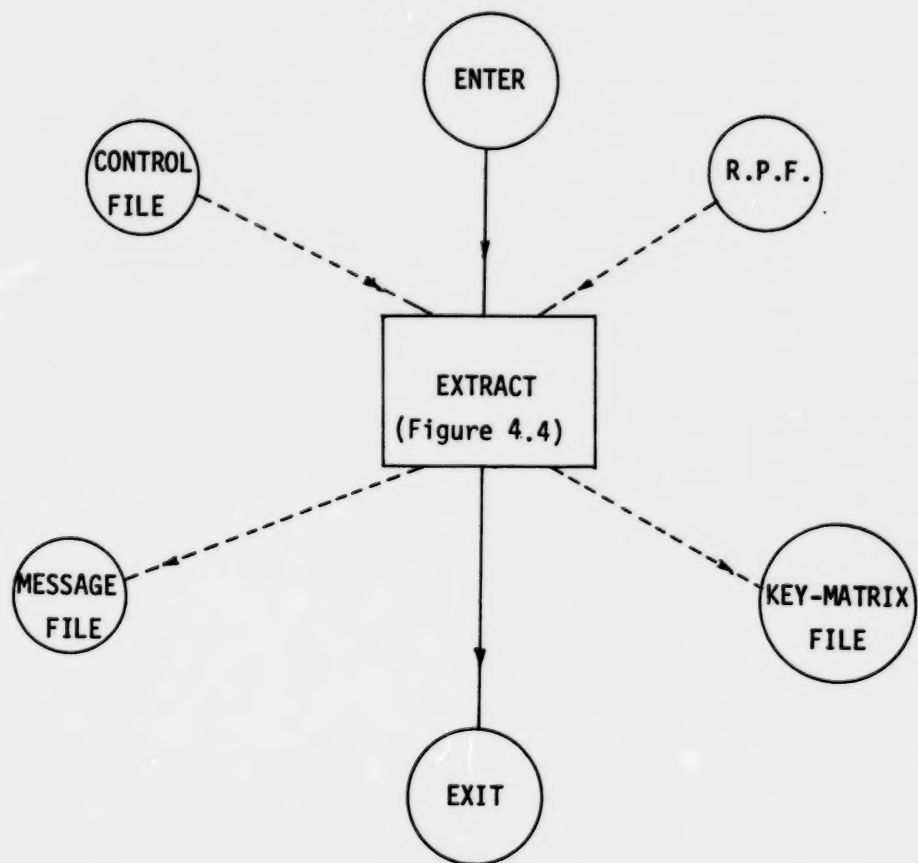


FIGURE 4.4

EXTRACT PROGRAM

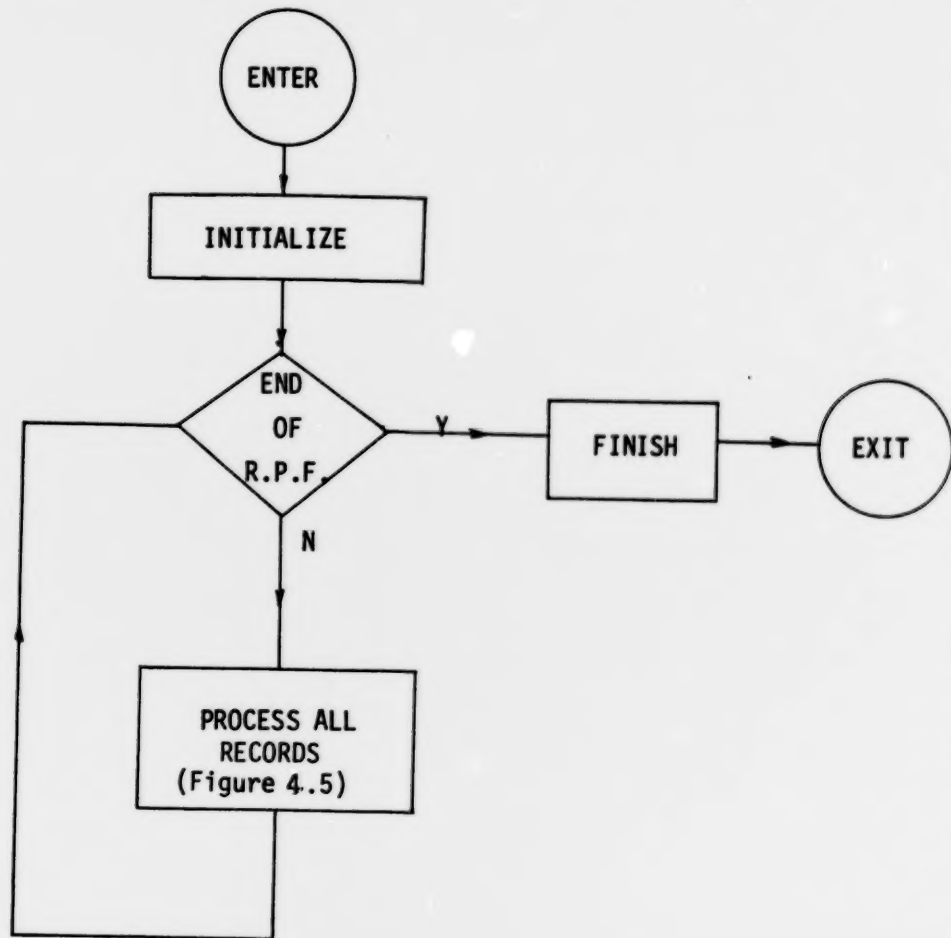


FIGURE 4.5

PROCESS ALL RECORDS

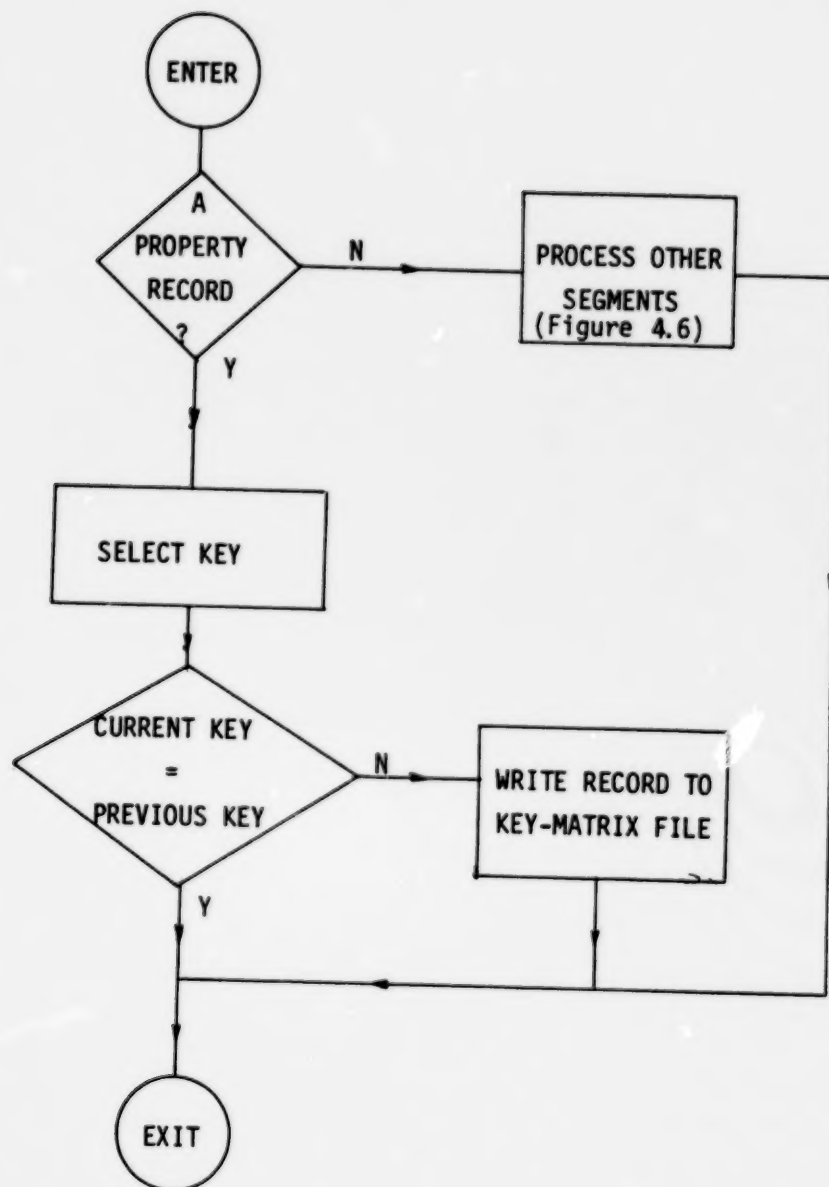
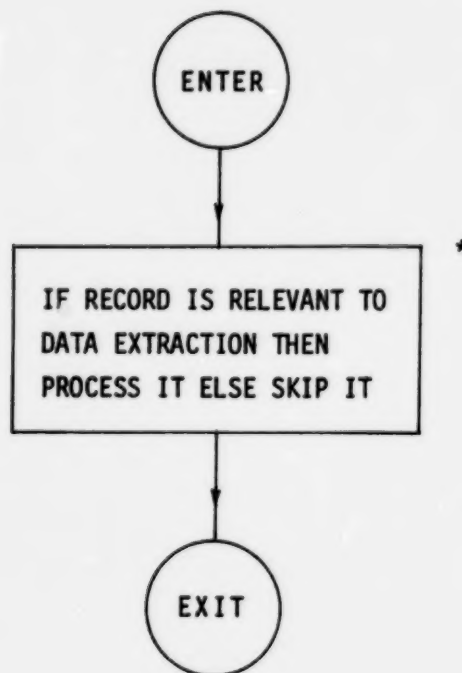


FIGURE 4.6

PROCESS OTHER SEGMENTS

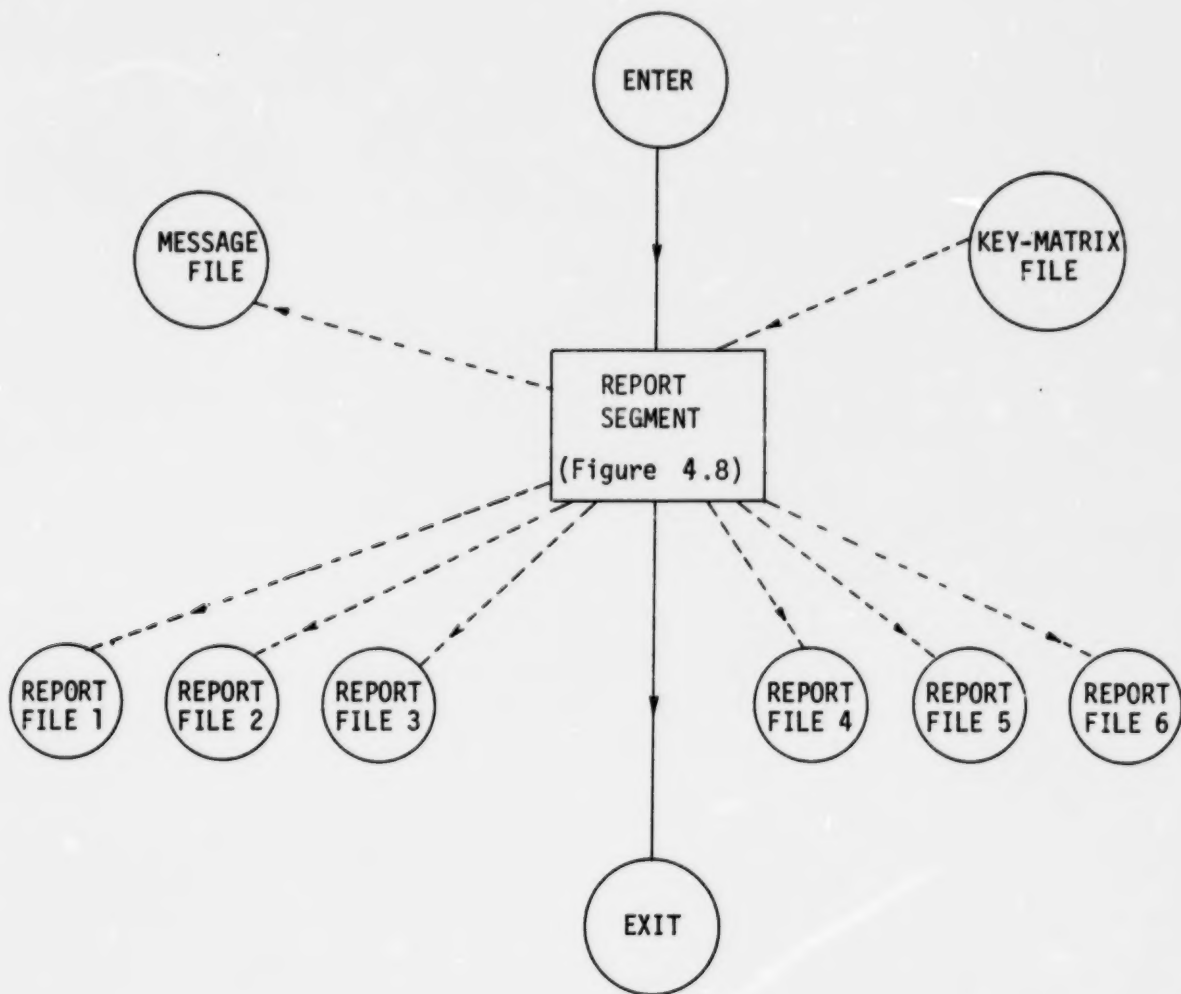
(Remaining Four Tiers)



* this box is different for the Thirteen Report Programs

FIGURE 4.7

INITIATE REPORT SEGMENT



Note: Report File 1 to 6 represent the reports by different Geographical areas.

FIGURE 4.8

REPORT SEGMENT

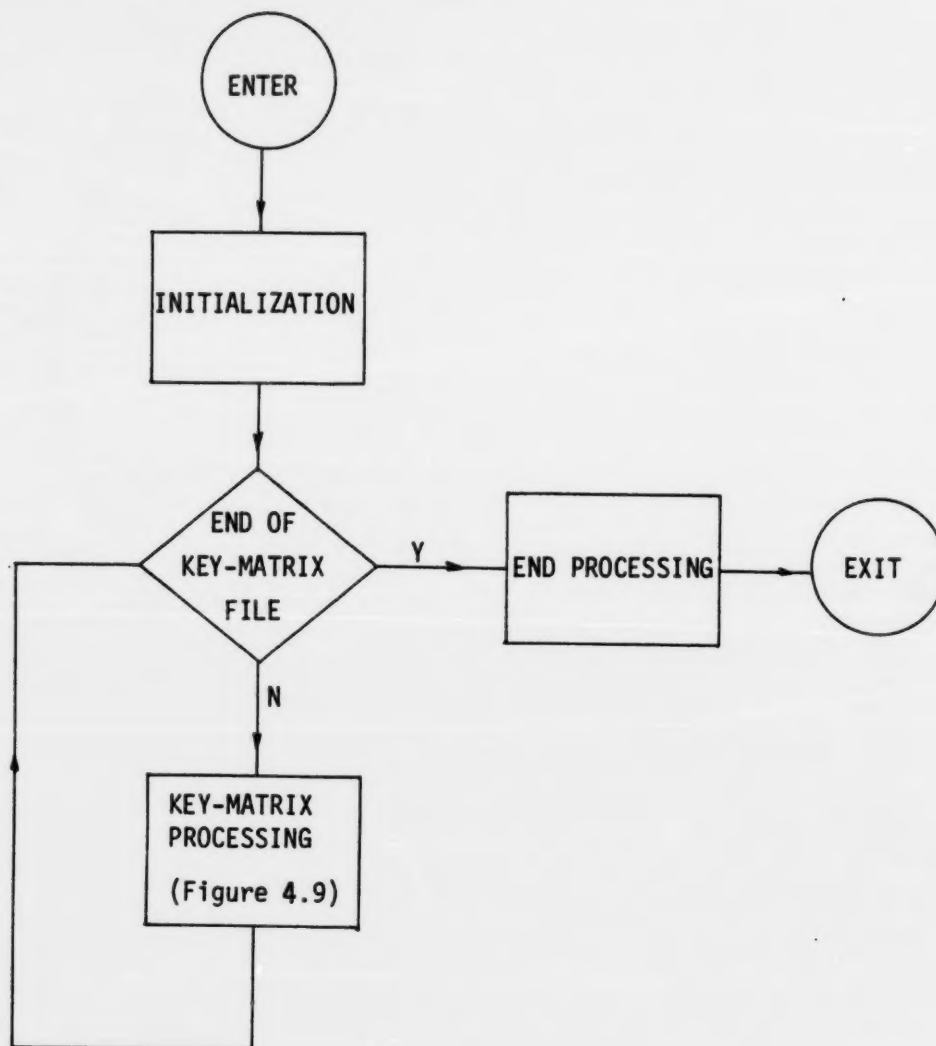
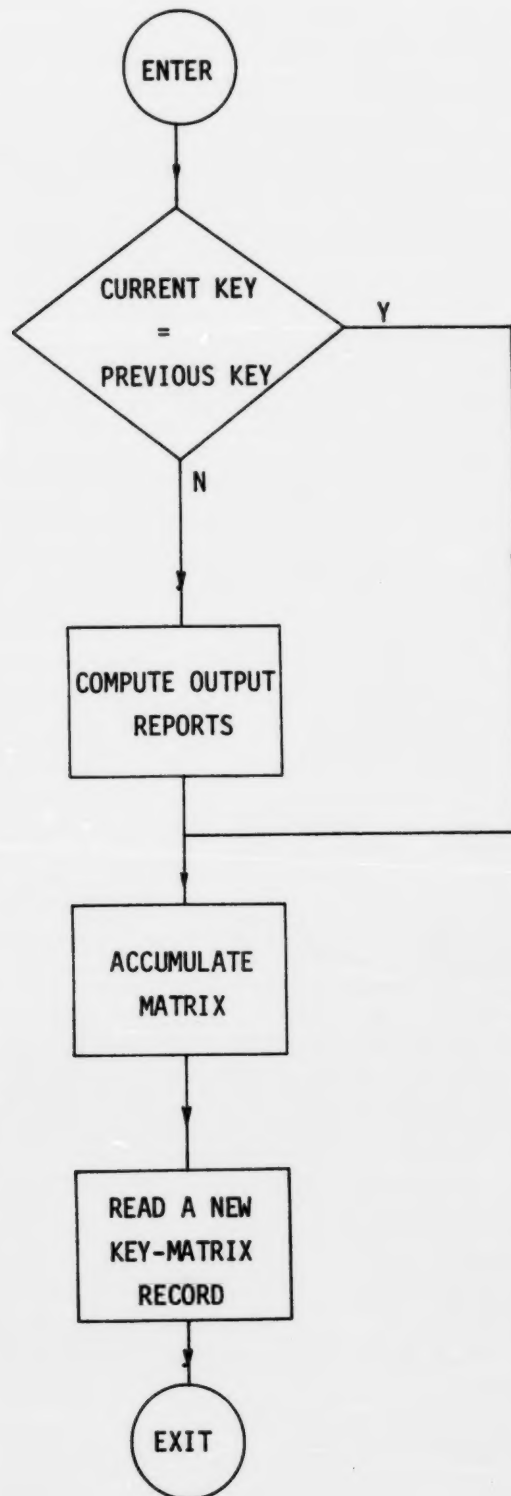


FIGURE 4.9

KEY-MATRIX PROCESSING



4.2 POPULATION SERIES 1

The Population Series 1 consists of three report programs, namely, P1.10, P1.11 and P1.20. This series can be reported singly or as a series of reports with one passing of the R.P.F. In the latter case, the procedure is described in Section 4.7 MSERIES 1 Report Programs.

4.2.1 REPORT PROGRAM P1.10

This program reports on population by selected ages and school support, using the following data items:

- (1) year of birth in individual record (YBIRTH);
- (2) school support in individual record (SCHLSU).

For each property in the R.P.F. the following actions are taken during data extraction:

- the property record is examined and the key determined by the polygon set number is extracted;
- each individual record is examined using file tier identification = 5(IDUM);
- its year of birth YBIRTH is used with the input control parameter SAS-YEAR to determine the appropriate age category;
- If YBIRTH = '**' then age is unclassified;
- school support is separate if the school field SCHLSU of individual record is 'S'. Otherwise, public support is assumed;
- the appropriate population counter is incremented by 1.

4.2.2 REPORT PROGRAM P1.11

This program reports on population by selected ages and religion, using the following data items:

- (1) year of birth in individual record (YBIRTH);
- (2) religion in individual record (REL).

For each property in the R.P.F. the following actions are taken during data extraction:

- the property record is examined and the key determined by the polygon set number is extracted.

- each individual record is examined using file identification = 5(IDUM);
- its year of birth YBIRTH is used with the input control parameter SAS-YEAR to determine the appropriate age category;
- if YBIRTH = '**' then age is unclassified.
- religion is determined to be Roman Catholic or others depending on whether the field REL in the individual record is 'R' or not.
- the appropriate population counter is incremented by 1.

4.2.3 REPORT PROGRAM P1.20

This program reports on population by selected ages and sex (male or female), using the following data items:

- (1) year of birth in individual record (YBIRTH);
- (2) sex in individual record (SEX).

For each property in the R.P.F. the following actions are taken during data extractions:

- the property record is examined and the key determined by the polygon set number is extracted;
- each individual record is examined using file identification = 5(IDUM);
- its year of birth YBIRTH is used with the input control parameter SAS-YEAR to determine the appropriate age category;
- if YBIRTH = '**' then age is unclassified;
- sex is male if the field SEX in individual record is 'M', otherwise, female is assumed;
- the appropriate population counter is incremented by 1.

4.3 FLOOR AREA INVENTORY SERIES

The Floor Area Inventory Series consists of three report programs, namely P2.10, P2.20, and P2.30, extracted from the R.P.F. Data Bank.

4.3.1 REPORT PROGRAM P2.10

This program reports on floor area inventory for 10 residential and 9 non-residential property categories by three time periods, using the following data items:

- (1) property code in property record (PROP);
- (2) year of construction in structure record (YB);
- (3) total floor area in structure record (TFLOOR).

For each property in the R.P.F. the following actions are taken during the extraction phase:

- the property record is examined. A key determined by the polygon set number is extracted. The property code is used to determine the residential and non-residential property category. See Table 4.1;
- each structure record is examined in turn. Its year of construction YB determines the time period. If YB is invalid time period 3 is assumed;
- total floor area TFLOOR in the structure record is then added to the appropriate counter.

TABLE 4.1

PROPERTY CODE CLASSIFICATION FOR P2.10

SINGLE DETACHED	- 301
SEMI-DETACHED	- 311, 322
ROW HOUSING	- 350
PLEXES	- 332, 333, 334, 335, 336
APARTMENTS	- 340
CONDOMINIUMS	- 370
COLLECTIVE	- 360
OTHER RESIDENTIAL	- 381, 382, 391, 392, 395
INSTITUTIONAL (RESIDENTIAL)	- 600
FARM (RESIDENTIAL)	- 201, 211, 231
<u>TOTAL RESIDENTIAL</u>	- ALL OF THE ABOVE
OFFICE	- 400
RETAIL & SHOPPING CENTRES	- 410, 430
SERVICE STATIONS	- 420
HOTELS AND MOTELS	- 440, 450, 460
MULTI-TYPE COMPLEX	- 470
PARKING	- 480
MINING	- 500
FACTORY & WAREHOUSING	- 510, 520, 530, 540
SPECIAL PURPOSES	- 700
<u>TOTAL NON-RESIDENTIAL</u>	- 400, 410, 420, 5430, 440, 450, 460, 470, 480, 500, 510, 520, 530, 540, 700
PROPERTY CODES	- 100, 110, 120, 200, 210, 230 - ARE NOT USED IN GENERATING P2.10

4.3.2 REPORT PROGRAM P2.20

This program reports on floor area inventory and number of structures by structure code by time period. It is very similar to P2.10 except that structure codes are used instead of property codes to determine residential and non-residential categories and number of structures is also reported. The following data items are used:

- (1) structure codes in structure record (SCODE);
- (2) year of construction in structure record (YB);
- (3) total floor area in structure record (TFLOOR).

For each property in the R.P.F. the following actions are taken during data extraction:

- the property record is examined. The key determined by polygon set number is extracted;
- each structure record is examined in turn;
 - (a) its structure code SCODE is used to determine structure code category. See Table 4.2,
 - (b) its year of construction YB determines the time period. If YB is invalid then time period 3 is assumed,
 - (c) its total floor area TFLOOR is added to the appropriate counter,
 - (d) the number of structures for the determined structure code category and time period is incremented by 1.

TABLE 4.2

STRUCTURE CODE CLASSIFICATION FOR P2.20

SINGLE DETACHED	- 30
SEMI-DETACHED	- 31
ROW HOUSING	- 38
PLEXES	- 32, 33, 34, 35, 36
APARTMENTS	- 37
CONDOMINIUMS	- 96, 97, 98
COLLECTIVE	- 39
OTHER RESIDENTIAL	- 81, 91,
INSTITUTIONAL (RESIDENTIAL)	- 61, 63, 64, 80
<u>TOTAL RESIDENTIAL</u>	- ALL OF THE ABOVE
OFFICE	- 40, 49
RETAIL	- 41, 43
SERVICE STATIONS	- 42
HOTELS AND MOTELS	- 44, 45, 46
MULTI-TYPE COMPLEX	- 47
PARKING	- 48
MINE	- 50
FACTORY & WAREHOUSING	- 51, 52, 53, 54
INSTITUTIONAL (NON-RESIDENTIAL)	- 62, 73, 74, 77, 82, 83, 84
SCHOOLS	- 60, 65, 66
AIRPORTS	- 70
RECREATION	- 71, 72, 75, 76, 78, 79
FARM BUILDINGS	- 01-23, INCLUSIVE
UNSPECIFIED STRUCTURE	- 99
<u>TOTAL NON-RESIDENTIAL</u>	- 01-23, 40-54, 60, 65, 66, 70-79, 82-84, 99

4.3.3 REPORT PROGRAM P2.30

This program reports on the inventory of rented and vacant floor area for offices and multi-type complexes by time periods, using the following data elements:

- (1) structure code in structure record (SCODE);
- (2) year of construction in structure record (YB);
- (3) occupancy status (tenure) in occupant record (OSTAT);
- (4) rentable floor area in occupant record (RENTA).

For each property in the R.P.F. the following actions are taken during data extraction:

- the property record is examined. The key determined by the polygon set number is extracted;
- structure records are examined one after another until the first structure record with structure code SCODE indicating either offices (40, 49) or multi-type complex (47) is found. Its year of construction YB is then used to determine the time period. If YB is invalid then time period 3 is assumed;
- if there is no valid structure record then all records in the property are skipped. Otherwise, each occupant record is examined in turn. Its occupancy status OSTAT = 'V' indicates vacant unit. Otherwise it is occupied. Its rentable floor area RENTA is then accumulated in the appropriate counter;
- the Unit Class Code is used to exclude Residential by removing all RU and FRU units.

4.4 HOUSING AND HOUSEHOLD SERIES (P.4)

The Housing Series 4 consists of fifteen report programs, namely, P4.10, P4.20, P4.30, P4.40, P4.50, P4.51, P4.60, P4.61, P4.62, P4.62A, P4.63, P4.70, P4.81, P4.82 and P4.90 which are all generated from the Housing Data Bank.

4.4.1 REPORT PROGRAM P.4.10

This program reports on housing inventory and density characteristics by eight structure types, using the following data items:

- (1) number of persons;
- (2) number of units;

- (3) tenure code;
- (4) housing type code.

For each property in the H.D.B. the following actions are taken:

- The property record is examined and the polygon set key is extracted. The housing type code is used to determine the structure type. See Table 4.3.
- Each occupant record of this property is then examined.
 - (a) Tenure is determined by occupancy status OSTAT.
 - If OSTAT = 'O' or 'V' then tenure is 'owner'.
 - If OSTAT = 'T' then tenure is tenant occupied.
 - (b) The number of persons for the determined structure type and tenure is updated by value in NINDIV in occupancy record.
 - (c) If OSTAT indicates vacant unit (in OSTAT = 'V') the number of vacant units for the determined structure and tenure types is incremented by 1. Otherwise the number of occupied units is incremented by 1.
 - (d) For calculating persons per unit divide persons by occupied units and show the number to 2 decimals.

TABLE 4.3

HOUSING TYPE CLASSIFICATION FOR P4.10, P4.30

Single Detached	- 01
Condominium	- 02, 22
Row Single Attached	- 09, 00
Apartment Condominium	- 03, 23
Plexes	- 06, 26, 08, 28, 11, 31 12, 32, 13, 33, 20, 21
Apartments	- 14
Collective Households	- 15, 16
Other	- 04, 05, 07, 10, 99

4.4.2 REPORT PROGRAM P4.20

This program reports on household characteristics by age of head, tenure, size and seven structure types, using the following data items:

- (1) housing type code;
- (2) tenure code;
- (3) age of head;
- (4) total persons.

For each property in the H.D.B. the following actions are taken:

- The property record is examined and the key determined by the polygon set number is extracted. The housing type code is used to determine the structure type. See Table 4.4.
- For each occupant record in the property, data is accumulated as follows:
 - (a) Occupancy status OSTAT is used to determine tenure. If OSTAT = '0' then tenure is owner, if 'T' = Tenant.
 - (b) Age of head of household is determined from the value of AGE HEAD each of the occupancy records.
 - (c) The pph for each age group and structure type is calculated by dividing number of persons by number of units.

TABLE 4.4

HOUSING TYPE CLASSIFICATION FOR P4.20, P4.50

Single Detached	- 01
Single Attached	- 09, 00
Row Condominium	- 02, 22
Apartment Condominium	- 03, 23
Plexes	- 06, 26, 08, 28, 11, 31, 12, 32, 13, 33, 21, 20
Apartments	- 14
Collective and Other	- 04, 05, 07, 10, 15, 16, 99

4.4.3 REPORT PROGRAM P4.30

This program reports on housing characteristics by time period, density and eight structure types, using the following data items:

- (1) period of construction;
- (2) total population;
- (3) tenure code;
- (4) housing type code.

For each property in the H.D.B. the following actions are taken:

- The property record is examined and the key as determined by polygon set number is extracted. The housing type code is used to determine the structure type in accordance with Table 4.3.
- The year of construction YRBUILT is used to determine the appropriate time period slot a building should be allocated to. However, if YRBUILT is invalid or missing then period 3 is assumed.
- the value in NINDIV is added to the number of persons and the number of vacant or occupied units is incremented by 1 according to whether occupancy status OSTAT = 'V'.

4.4.4 REPORT PROGRAM P4.40

This program reports on the population age structure by school support and household type, using the following data items:

- (1) housing type code;
- (2) school support;
- (3) tenure
- (4) number of persons;
- (5) year of birth of individuals.

For each property in the H.D.B. the following actions are taken:

- The property record is examined. The key as determined by the polygon set number is extracted. Its Housing Type code is used to determine the appropriate housing type according to Table 4.5.
- Each occupancy record of this property is the examined in turn:

- (a) Only occupied units are considered with an occupancy status 'V' and NINDIV/O.
- (b) School support SCHSP of the occupant file is used to determine the school support category of the occupancy.

If SCHSP = 'S' then school support is separate otherwise public is assumed.
- (c) Total number of units under the household type and school support so determined is incremented by 1.
- (d) Each individual record associated with this occupant record is then examined. Its age category is determined from the year of birth AGE IND.

If AGE IND = '**' then age is unclassified. The appropriate population counter is then incremented by 1.

TABLE 4.5

HOUSING TYPE CLASSIFICATION

Single Detached	- 01
Single Attached	- 02, 22, 09, 00
Plexes	- 06, 26, 08, 28, 11, 31, 12, 32, 13, 33, 21, 20
Apartments	- 03, 23, 14
Other (includes Mixed Res., Mobile Homes, Rooming Houses, and Institutional)	- 04, 07, 10, 05, 15, 16, 99

4.4.5 REPORT PROGRAM P4.50

This program reports on the population and occupied housing units by tenancy and seven housing groups using the following data items:

- (1) housing type code;
- (2) occupancy status (tenure);
- (3) number of persons;
- (4) number of units.

For each property in the H.D.B. the following actions are taken:

- The housing type code (STRUCT TYPE) from each property record is used to determine the appropriate housing type according to Table 4.4.
- Each occupancy record of this property is then examined in turn:
 - (a) only occupied housing units are considered an occupancy status
≠ 'V' and NINDIV ≠ 0
 - (b) each occupied unit is then placed in regards to tenure and unit type on the matrix with its associated population 'NINDIV' in the PERSONS section of the table;
 - (c) persons per unit are then calculated based on Owned, Rented and Total Occupied Housing Units, with the P.P.H. to 2 decimal places.

4.4.6 REPORT PROGRAM P4.51

This program reports on the population and housing characteristics of Condominiums and it uses the following data items:

- (1) housing type cards;
- (2) number of household units;
- (3) number of persons;

For each property in the H.D.B. the following actions are taken:

- The housing type code (STRUCT TYPE) from each property record is used to determine the housing units which are to be used in this report, see Table 4.6.
- Each occupancy record of properties that qualify are then in turn examined:
 - (a) only occupied housing units are considered an occupancy status
≠ 'V' and NINDIV ≠ 0
 - (b) each unit is then allocated to its proper cell in regards to structure type and household size, and therefore incrementing the 'UNITS' by 1 and adding in the appropriate number of persons against '# PERSONS';
 - (c) a persons per household figure is calculated for totals, number of persons divided by units.

Table 4.6

HOUSING TYPES CLASSIFICATION FOR P4.51

- Apartment Condominium - 03, 23
- Single Attached Condominium - 02, 22

4.4.7 REPORT PROGRAM P4.60

This program reports on persons in nuclear families and non-nuclear social units by age groups and tenure and uses the following data items:

- (1) occupancy status;
- (2) year of birth of all individuals in social units;
- (3) family status.

For each property in the H.D.B. the following actions are taken:

- The housing type code (STRUC TYPE) from each property record is used to determine the split of non-nuclear social units, see Table 4.7.
- Each social unit record on property is then examined in following manner:
 - (a) firstly, to determine if the social unit is nuclear or non-nuclear by using the 'SOC UNITTYP' social unit type and if 1, 2, or 3 then nuclear and if 4 non-nuclear;
 - (b) for each nuclear unit place each individual according to his age group;
 - (c) for the non-nuclear units first the structure code is used to determine the housing type and then by using AGE of Individual place accordingly;
 - (d) totals by type and tenure are summed across and by age groups down.

Table 4.7

HOUSING TYPE CHARACTERISTICS FOR NON-NUCLEAR UNITS P4.60

- Rooming Houses - 15
- Institutional - 16
- Others - All Other Codes

4.4.8 REPORT PROGRAM P4.61

This program reports on one and two parent family and non-family social units by size, tenure and age groups of head, using the following data items:

- (1) number of persons in each social unit;
- (2) occupancy status;
- (3) year of birth and sex of social unit head;
- (4) sex of head.

For each social unit in the H.D.B. the following actions are taken:

- by using the sex of head with the social unit type into which of, one parent female, one parent male or two parent social unit each falls;
- by using the age of all children under 10 years old and number of children place in appropriate column.

NOTE: each unit can only be counted once on the table.

4.4.9 REPORT PROGRAM P4.62(A)

The program reports on the age profile of children in one and two parent social units using the following data items:

- (1) year of birth of individuals;
- (2) social unit type.

For each social unit in the H.D.B. the following actions are taken:

- using the social unit type determine if one or two parent social units;
- then by using year of birth count the number of children which are under 2, 2 to 5 and 6 to 9 in each social unit;
- the count of families has one added to it every time a unit has children under 10 years old;
- show total number of children by category across and total families and children by age groups down.

4.4.10 REPORT PROGRAM P4.63

The program reports on one and two parent households by number of children and tenure with and without boarders, using the following data elements;

- (1) year of birth of individuals;
- (2) occupancy status of individuals.

For each household in the H.D.B. with children under the age of 18 the following actions are taken:

- using the social unit type determine if one or two parent social unit;
- then for each of the one and two parent households determine if one child present, two children and if boarders present or not;
- show totals by tenure of one child household, two plus children, plus boarders;
- overall totals of one parent owner and tenant, and two parent owner or tenant, plus total owner and tenant households.

4.4.11 REPORT PROGRAM P4.70

The program reports on total realty and exempt assessment and number of units in each of nine residential structure types, using the following data elements:

- (1) housing type code;
- (2) occupancy status;
- (3) realty assessment;
- (4) exempt assessment.

From H.D.B. extract information for each housing unit outlined below:

- the number of units in each of single detached, single attached, row condo, apartment condo, plexes, apartments, rooming houses, institutional and other structure types;
- within each structure type breakdown by tenure and total under total realty and corresponding assessment values, plus totals only for exempt properties;
- calculate assessed value per unit;
- calculate the percents both down and across for assessment values.

4.4.12 REPORT PROGRAM P4.81

The program shows the characteristics of households by age of household head, under 60 and 60+, by size and tenure, by using the following data elements:

- (1) year of birth of the household head;
- (2) occupancy status;
- (3) the count of persons in each unit in order to determine size;
- (4) occupied units.

For all households in the H.D.B. determine the following:

- the number of units that have 1, 2, 3, 4, 5 and 6+ persons, by tenure and by household heads under 60 and 60+;
- summarizes by tenure and by household heads under 60 and 60+;
- summarizes by tenure and size of household.

4.4.13 REPORT PROGRAM P4.82

This program reports on the characteristics of senior citizen households by age groups, tenure and who they live with, using the following data items:

- (1) year of birth;
- (2) the housing type code;
- (3) occupancy status;
- (4) number of persons;
- (5) number of household units.

For all households in the H.D.B. the following actions must be taken:

- by using year of birth determine for the first individual in Individual File whether the individual is in the age group 60-64, 65-74 or 75+, and if they live alone, with other seniors 60+, or with others under 60;
- breakdown each age group and total by owner, tenant;
- determine housing type by using the property code to single detached, individually attached, plexes, apartments, other and totals for each column.

4.4.14 REPORT PROGRAM P4.90

This program reports on the housing characteristics by type, tenure and household size, using the following data items:

- (1) housing type code;

- (2) unit class code;
- (3) occupancy status;
- (4) number of persons;
- (5) number of units.

For all households in the H.D.B. the following actions must be taken:

- the number of housing units in each of one to eight plus person households for each of nine housing types and total;
- show totals for each type by owner, tenant and all.

4.5 ASSESSMENT SERIES 5

The Assessment Series 5 has only one report program namely, P5.10 extracted from the Regional Planning File.

4.5.1 REPORT PROGRAM P5.10

This program reports inventory of properties, acreage, total assessment and business assessment values by property codes, using the following data items:

- (1) property code in property record (PROP);
- (2) site area in property record (SITEA);
- (3) unit class code in occupant record (UNITCC);
- (4) realty tax class in occupant record (RTAXC);
- (5) business assessment - public and no support in occupant record (BAPNS);
- (6) business assessment - separate in occupant record (BAS);
- (7) realty assessment - public and no support in occupant record (RAPNS);
- (8) realty assessment - separate in occupant record (RAS).

For each property in the R.P.F. the following actions are taken during the extraction phase:

- The property record is examined and the key as determined by the polygon set number is extracted. Its property code PROP is used to classify the property:
 - (a) if PROP indicates vacant land (100, 110, 120) then the realty tax class RTAXC of the first occupant record is used to determine the appropriate vacant category. If RTAX = 'R' or 'C' then it is VAC-RES-CO, otherwise it is VAC-EXEMPT;
 - (b) if PROP indicates farm land then the unit class code of the first occupant record is used to determine the appropriate farm category;
 - (c) if PROP indicates housing types of single, individually attached plexes, collective, apartments and condominiums then the unit class code of its first occupant record ('RU' or 'FRU') is used to determine whether it is residential. For details see Table 4.6.
- Once the category of property is determined by steps (a) - (c), the number of properties in that category is incremented by 1. Moreover, the lot area of that category is incremented by the value of SITEA of the property record.

- Each occupant record of the property is examined sequentially: the column (property category) is re-determined as in steps (a) to (c) above but with RTAXC, UNITCC in the occupancy under consideration. Its values in BAPNS and BAS are added to the business assessment of the column so determined. The values in RAPNS and RAS are added to the total (realty assessment) of the same column.

TABLE 4.6

PROPERTY CODE CLASSIFICATION FOR P5.10

PROPERTY CODE GROUPINGS

SINGLE	- 301
INDIVIDUALLY ATTACHED	- 311, 322, 350
PLEXES	- 332, 333, 334, 355, 336
COLLECTIVE	- 360
APARTMENTS	- 340
CONDOMINIUM	- 370
FARM RESIDENCE	- 201, 211, 231 (WITH UNIT CLASS CODE 'FRU')
RESIDENTIAL OTHER	- 381, 382, 391, 392, 395, UNCLASSIFIED
MINING	- 410
FARM	- 200, 201, 210, 211, 230, 231 (WITH UNIT CLASS CODE 'FL')
VAC-RES-CO	- 100, 110, 120 (WITH REALTY TAX CLASS 'R' or 'C')
HOTEL, LODGE	- 440, 450, 460
OFFICE	- 400
FACTORY, WAREHOUSING	- 510, 520, 530, 540
SHOPPING CENTRE	- 430
RETAIL	- 410
SERVICE STATION	- 420
PARKING	- 480
MULTI-TYPE COMPLEX	- 470
INSTITUTIONS	- 600
SPECIAL PURPOSE	- 700
VAC-EXEMPT	- 100, 110, 120 (WITH REALTY TAX CLASS NEITHER 'R' NOR 'C')

4.6 FARM SOIL SERIES 6

There are two report programs in Series 6, namely, P6.10 and P6.20.

4.6.1 REPORT PROGRAM P6.10

This program reports acreage of farmland by two major land uses and eight soil texture categories, using the following data items:

- (1) property code in property record (PROP);
- (2) soil texture in farm soil record (SOILTX).

For each property in the R.P.F. the following actions are taken during the extraction phase:

- the property record is extracted and the key determined by the polygon set number is extracted. Its property code PROP is used to determine its major land use. If PROP = 230 or 231 the property is classified as being used for intensive farming; otherwise, it is in the "others" category of land use.
- each farm soil record of the property is examined. The field SOILTX is consulted to determine the classification of soil texture. The acreage in ACRES is then accumulated for reporting. See Table 4.7.

TABLE 4.7

SOIL TEXTURE CLASSIFICATION FOR P6.10

<u>SOIL TEXTURE</u>	<u>SOILTX</u>
Sand	1
Sandy loam	2
Loam, silt loam	3
Clay loam	4
Clay	5
Muck soil	6
Organic soil	7
Others	8, 9

4.6.2 REPORT PROGRAM P6.20

This program tabulates acreage of farmland by two major land uses and six soil class categories, using the following data items:

- (1) property code in property record (PROP);
- (2) soil class in farm soil record (SOILCL).

For each property in the R.P.F. the following actions are taken during the extraction phase:

- the property record is examined and the key determined by the polygon set number is extracted. Its property code PROP is used to determine its major land use. If PROP = 230 or 231 the property is classified as being used for intensive farming; otherwise, it is in the "others" category of land use;
- each farm soil record of the property is then examined. The field SOILCL is used to determine the soil class category to which it belongs. The acreage in ACRES is accumulated to be reported later. See Table 4.8.

TABLE 4.8

SOIL CLASS FOR P6.20

<u>SOIL CLASS</u>	<u>SOILCL</u>
Soil Code - 1	1
Soil Code - 2	2
Soil Code - 3	3
Soil Code - 4	4
Soil Code - 5	5
Soil Code - 6	6

4.7 CONSOLIDATED POPULATION MSERIES1

The Thirteen Basic Report Programs described in Sections 4.2 to 4.6 were designed so that each of the thirteen report programs can be run independently, thereby providing the user with the flexibility of producing any combination of reports. However, in the case of Population Series 1, the three reports produced by Report Programs P1.10, P1.11 and P1.20 are often required together. To minimize cost and to increase processing efficiency it is desirable to provide the user with the options to produce the three population reports in Series 1 in a single pass over the Regional Planning File. Moreover, after obtaining the population reports by a certain geographical unit identifier (or polygon set) the user may want to be able to produce the population reports by other polygon sets (#8) without re-processing the Regional Planning File. These two capabilities are provided by the Report Program MSERIES1, which can be viewed conceptually as a merge of P1.10, P1.11 and P1.20.

(A) INPUT:

- Regional Planning File (R.P.F.);
- Control File-E(xtraction) and Control File-R(eporting) with control parameters specified as follows.

(B) CONTROL PARAMETERS:

- polygon set number as the basis of how data should be accumulated and tabulated;
- two parameters for specifying the highest and lowest geographical level of reporting;
- the number of geographical units to be printed on one page;
- a flag indicating whether the last digit of M.P.D. should be converted into a character;
- year of SAS file as basis for computing age of individuals.

(C) OUTPUT:

- Three sets of 1 to 6 Reports (different geographical levels) on:
 - (1) population by selected ages and school support,
 - (2) population by selected ages and R.C. - others,
 - (3) population by single years of age and sex;
- Message file containing messages regarding the execution of MSERIES1.

(D) SPECIAL NOTES:

- Figure 4.11 shows that there must be two control files for MSERSIES1: Control File E for the extraction phase and Control File R for the reporting phase;
- the following two control parameters must be specified in Control File E: polygon set number and year of SAS File;
- for Control File R the required control parameters are: Polygon Set Number, Highest Reporting Level, Lowest Reporting Level, Report Tables/Page, MPD Conversion and SAS Year. They must obey the following rules:
 - (1) The SAS Year for MREPORT1 must be the same as that for MEXTRACT1.
 - (2) The Polygon Set Number for MREPORT1 must be a 1-digit number from 1 to 8. If the Polygon Set Number specified for MEXTRACT1 is zero then the Polygon Set Number for MREPORT1 must be from 1 to 7. However, if the Polygon Set Number for MEXTRACT1 is non-zero (1 to 8) then the same Polygon Set Number must be specified for MREPORT 1.
 - (3) All other control parameters which may have been specified for MEXTRACT1 are overridden by the corresponding parameters for MREPORT1.

(E) ALGORITHM:

The overall structure of Report Program MSERIES1 is given in Figure 4.10. It consists of three components:

extraction, sorting and reporting

as shown in Figure 4.11. Note that the design behind MSERIES1 is very similar to the Thirteen Basic Report Programs. This should be evident if Figure 4.10 and 4.11 are compared with Figure 4.1 and 4.2.

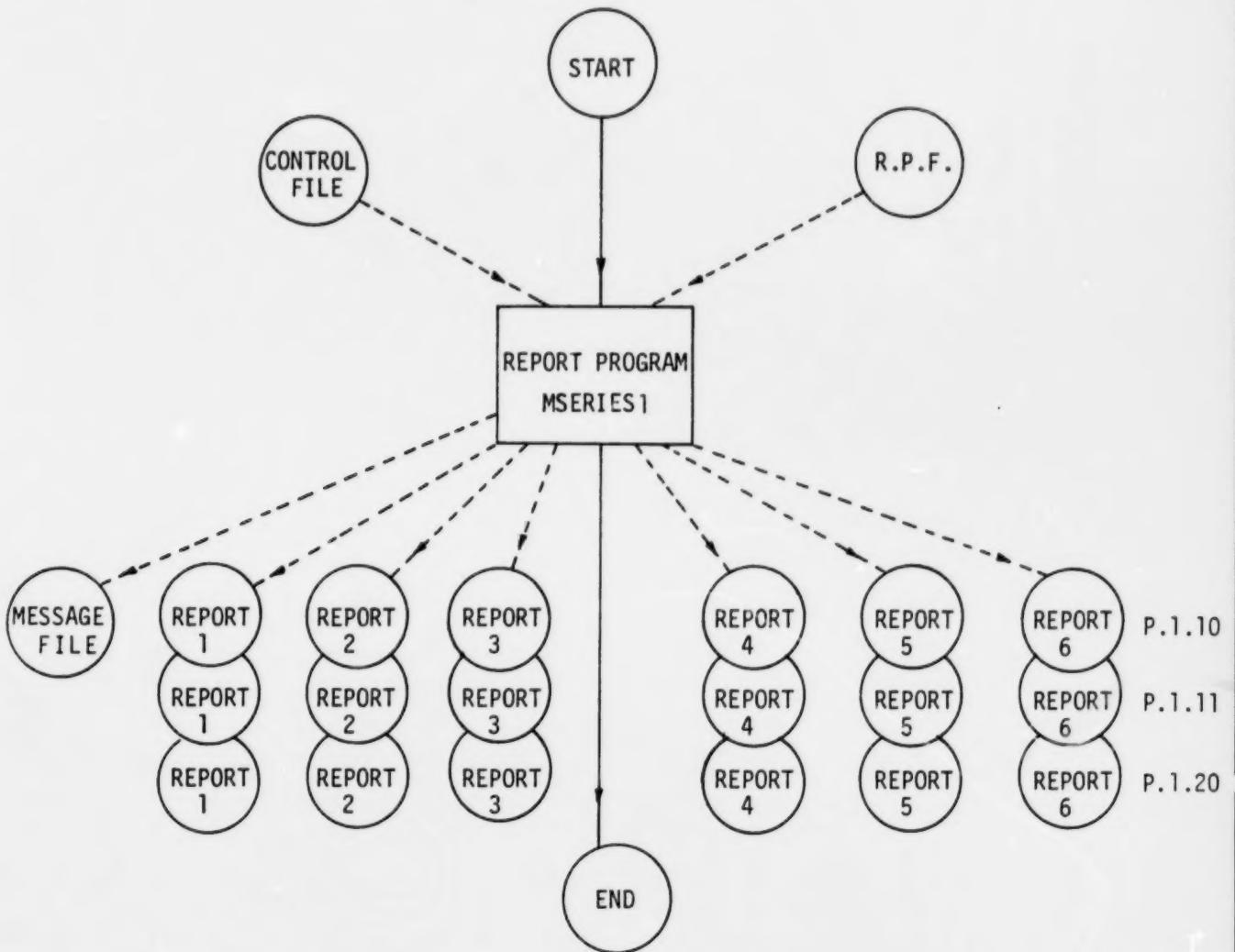
The extraction phase is accomplished by the program MEXTRACT, which extracts from each property in the R.P.F. Data Bank:

- (i) a key determined by the polygon set number specified by the user: If the polygon set number = 0 then the extracted key consists of all fields constituting the seven polygon sets (other than the one with SSI). Otherwise, only those fields relevant to the specified polygon set are extracted.
- (ii) relevant data for accumulation - they are determined as in Report Program P.1.10, P.1.11 and P.1.20 and then added to the three matrices respectively; three key and matrix pairs are outputted to the corresponding Key-Matrix File whenever a new key is determined.

The final phase of reporting is achieved by three programs, MREPORT 10, MREPORT 11 and MREPORT 20 which are responsible, respectively, for printing population reports required for P1.10, P1.11 and P1.20. Each of these programs accumulates data in the corresponding Key-Matrix File to various geographical levels and then outputs them after formatting.

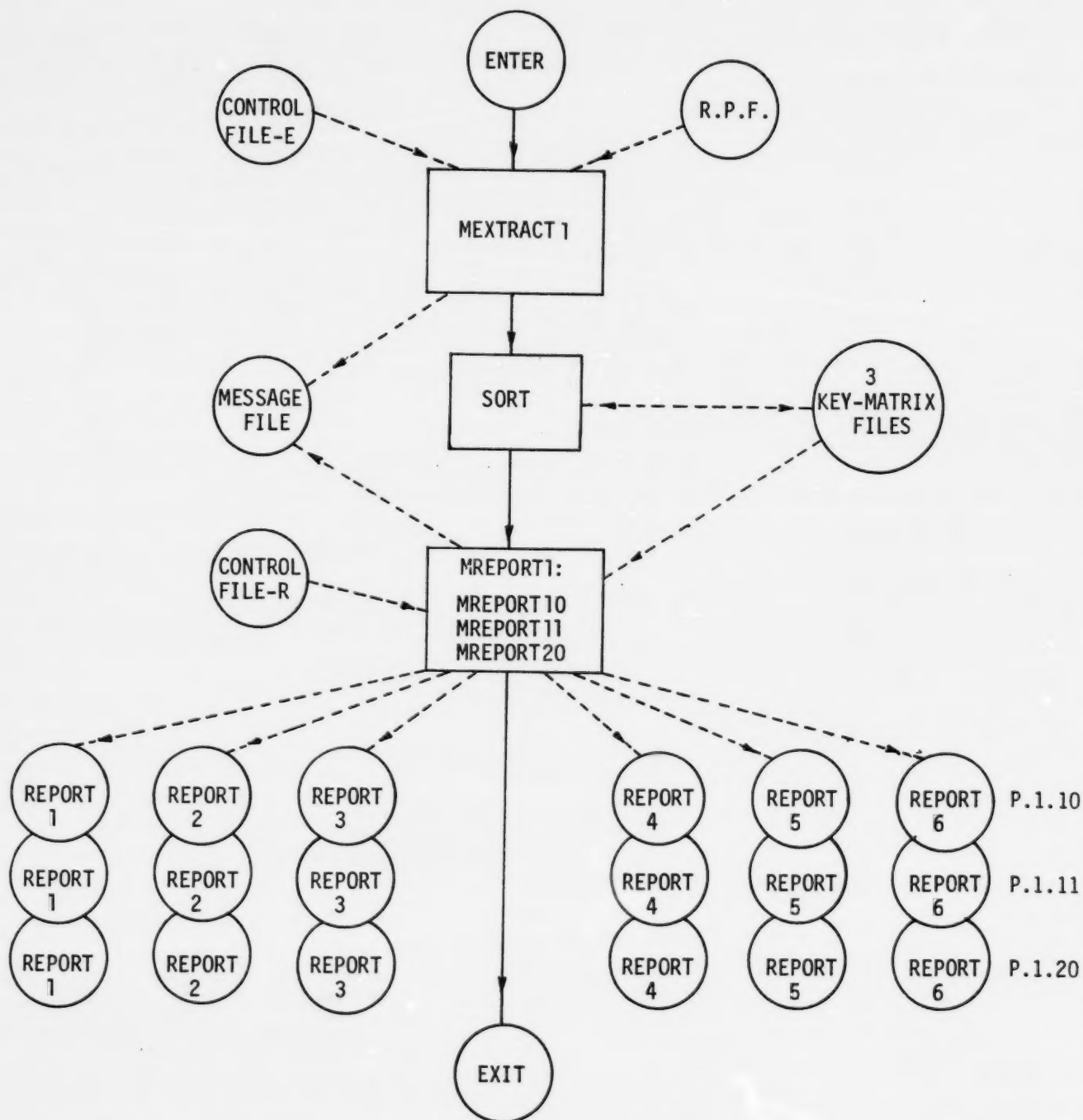
FIGURE 4.10

MSERIES1 GEOGRAPHIC REPORTING LEVEL



Note: Reports 1 to 6 represent the different geographical levels of reporting.

REPORT PROGRAM MSERIES1



SECTION 5

SYSTEMS OPERATIONS

SECTION 5

SYSTEMS OPERATIONS

MNEMONIC TITLES OF ALL PROGRAMS

The following lists the set of narrative descriptions and forms which permit the Metropolitan Toronto Planning Department to instruct Data Control of Management Services to run or copy any portion of the Provincial S.A.S. tapes, the Conversion Files, the Regional Planning File, or Housing Data Base extracts, updates or reports.

S.A.S. FILES

- . MPR248P1-6 - Copy S.A.S. Files from Province
- . MPR249P1-6 - Sort S.A.S. Files

CONVERSION FILE

- . MPR300P0 - Compare S.A.S. and Conversion Files
- . MPR305P0 - Merge Conversion File and Adds
- . MPR310P1, 2, 4 & 5 - Conversion File Update
- . MPR320P0 - Conversion File Print
- . MPR322P0 - Print Conversion File by A.G.U.
- . MPR324P0 - List Conversion Zero to Duplicate Street #'s
- . MPR325P0 - Copy and Sort Conversion File
- . MPR330P0 - Print the Street Index

R.P.F. CREATION

- . MPR250P0 - Create Regional Planning File
- . MPR255P0 - Update Regional Planning File
- . MPR260P0 - Sort R.P.F. by P.G.U. and Back-up

H.D.B. CREATION

- . MPR340P1-6 - Create Property Housing Data Base
- . MPR355P1-5 & MPR356P0 - Copy and Back-up H.D.B. Files and First Extract
- . MPR360P0 - Extract for Report Print Purposes
(is required for each polygon which will be printed)

R.P.F. REPORTS

- . MPR280P0 - Merge Series Reports - Extract Phase
- . MPR281P0 - P1.10 Population by Selected Ages and School Support
- . MPR282P0 - P1.11 Population by Selected Ages by Roman Catholic and Other Religions
- . MPR283P0 - P1.20 Population by Single Years of Age and Sex
- . MPR290P0 - P5.10 Inventory of Number of Properties, Total Assessed and Business Assessed Value by Property Code.

H.D.B. REPORTS

The Housing Data Base reports (P4.10 thru P4.90) were extensively revised in 1984 to improve accuracy and efficiency. It must be noted that an extract program must be run to any print-out job being submitted. MPR360P0 is run to produce the report extracts by polygon set. This job must be run, for at least polygon set 01, after the housing files have been created and backed up, if any of the reports are to be produced. Note that you must have run MPR360P0 for the polygon set you wish to print. Following is a description of the reports with the required extract and print job numbers:

<u>OTHER EXTRACT</u>	<u>PRINT</u>		
-	MPR341P1	- P4.10	Housing Inventory Characteristics by Eight Structure Types
-	MPR342P1	- P4.20	Household Characteristics by Age of Head, Tenure, Size and Seven Structure Types
-	MPR343P1	- P4.30	Housing Characteristics by Time Period, Density and Eight Structure Types
MPR344P0	MPR344P1	- P4.40	Population Age Structure by School Support and Household Type
-	MPR345P1	- P4.50	Population and Unit Analysis by Tenancy and Seven Major Housing Groups
-	MPR346P1	- P4.51	Condominium Housing Characteristics
MPR347P0	MPR347P1	- P4.60	Persons in Nuclear Family and Non-Nuclear Social Units by Age Groups and Tenure
MPR348P0	MPR348P1	- P4.61	One and Two Parent Family and Non-Family Social Units by Size, Tenure and Age Groups of Head
MPR348P0	MPR348P3	- P4.61A	One and Two Parent Family and Non-Family Households by Size, Tenure and Age Groups of Head
MPR349P0	MPR349P1	- P4.62	One and Two Parent Social Units by Number of Children by Five Groups in Ages 0-9
MPR349P0	MPR350P1	- P4.62A	Age Profile of Children in One and Two Parent Social Units
MPR351P0	MPR351P1	- P4.63	One and Two Parent Households by Number of Children and Tenure With and Without Boarders
MPR356P0	MPR356P1	- P4.70	Owner and Tenant Total Realty and Exempt Assessment with Number of Units by Nine Residential Structure Types
MPR352P0	MPR352P1	- P4.81	Under 60 and 60 Plus Households by Size and Tenure
MPR353P0	MPR353P1	- P4.82	Senior Citizen Household Profile
-	MPR354P1	- P4.90	Housing Characteristics by Type, Tenure and Household Size

NOTE: Main Extract is MPR360PO which is required prior to any other runs.

R.P.D.B. CREATE

MPR365P0 - Create Regional Planning Data Bank

S.A.S. FILES

MPR248P1-6 COPY S.A.S. FILES FROM PROVINCE

PURPOSE: These jobs are run annually to copy the S.A.S. files from the Ministry of Revenue, to Metro tapes. Submit when the files arrive from the Ministry.

TO COMPLETE THE REQUEST:

1. S.A.S. File Year:
This is the last two digits of the year of the file, not the current year.
- 2.-7. File Name:
The file's name is written on each tape, and must be filled in exactly or the jobs will not run. Check with Data Control if there are any problems.
- Volume:
The serial number of each tape in each file must be filled in, in sequence (sequence # will be written on the outside of the tape).

NOTE: If there is more than one municipality on a file, this should be indicated clearly.

SUBMIT TO: Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR248P 1 - 6	SYSTEM PLANNING - R.P.F.
---------------------------	-----------------------------

COPY S.A.S. FILES FROM PROVINCE

1. S.A.S. FILE YEAR:

2. SCARBOROUGH: FILE NAME: _____
(MPR248P1) VOLUMES: _____

3. TORONTO: FILE NAME: _____
(MPR248P2) VOLUMES: _____

4. EAST YORK: FILE NAME: _____
(MPR248P3) VOLUMES: _____

5. NORTH YORK: FILE NAME: _____
(MPR248P4) VOLUMES: _____

6. YORK: FILE NAME: _____
(MPR248P5) VOLUMES: _____

7. ETOBICOKE: FILE NAME: _____
(MPR248P6) VOLUMES: _____

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEY PUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR249P1-6 Sort S.A.S. Files

PURPOSE: The files must be sorted before the R.P.F. create (MPR250P0) or the S.A.S. and Conversion File compare (MPR300P0) can be submitted. This job should be requested after MPR248P1-6 (Copy) are completed.

TO COMPLETE THE REQUEST:

1. S.A.S. File Year:

The last two digits of the year of the S.A.S. data. Must be the same as the date given for MPR248P1-6.

SUBMIT TO: Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of
PLANNING RESEARCH

Contact

Telephone
8130

Prepared by

Date Prepared

JOB NAME
MPR249P1-6SYSTEM
PLANNING - R.P.F.SORT S.A.S. FILE

PLEASE RUN THE FOLLOWING JOBS:

MPR249P1

MPR249P2

MPR249P3

MPR249P4

MPR249P5

MPR249P6

THE S.A.S. FILE YEAR IS

--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

CONVERSION FILES

MPR300P0 COMPARE S.A.S. AND CONVERSION FILES

PURPOSE: This job compares the S.A.S. and Conversion files by A.G.U. Records which are on the Conversion file but not on the S.A.S. are printed on a report. Records on S.A.S. but not on the Conversion file are written on a disk file (MPR.CONV.ADDS.MXX) which is to be updated via TSO and merged into the Conversion file in MPRPR305P0.

Do not request this job until the S.A.S. Sort (MPR249P1-6) has been successfully completed for the municipality(s).

TO COMPLETE THE REQUEST:

1. Input File Year: The year of the data on the S.A.S. file, and last year's Conversion file.
2. Municipality: Check off one or more municipalities which should be compared.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of
PLANNING RESEARCH

Contact

Telephone
8130JOB NAME
MPR300P0SYSTEM
PLANNING

Prepared by

Date Prepared

COMPARE S.A.S. AND CONVERSION FILES

1. INPUT FILE YEAR:

2. MUNICIPALITY: (SCARBOROUGH)

01

(TORONTO)

04

(EAST YORK)

06

(NORTH YORK)

08

(YORK)

14

(ETOBICOKE)

19

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR305P0 MERGE CONVERSION FILE AND ADDS

PURPOSE: This job updates last year's A.G.U. sequence Conversion file with the ADDS file from MPR300P0. This job should not be run if there are no ADDS records.

TO COMPLETE THE REQUEST:

1. Municipality: Select one or more municipalities for which the ADDS file updates have been completed.
2. Conversion File Year: The last two digits of the year of the input Conversion file (last year's).

SUBMIT TO: Data Control
 28th Floor
 401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of
PLANNING RESEARCH

Contact

Telephone
8130

Prepared by

Date Prepared

JOB NAME
MPR305P0SYSTEM
PLANNINGMERGE CONVERSION FILE AND ADDS

1. MUNICIPALITY: (SCARBOROUGH) 01 ☐
- (TORONTO) 04 ☐
- (EAST YORK) 06 ☐
- (NORTH YORK) 08 ☐
- (YORK) 14 ☐
- (ETOBICOKE) 19 ☐

2. CONVERSION FILE YEAR:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

To update the Conversion file with additions, deletions and changes from the Conversion File Property Form below:

1. Municipality: Select one municipality as per request form.

[illegible]

TYPE 1= ADD
ENTER ALL INFO

TYPE 2= CHANGE
ENTER KEY & CHANGED INFO

TYPE 3 = DELETE
ENTER KEY ONLY

[illegible]

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR310P1	SYSTEM PLANNING - CONVERSION FILE
----------------------	--------------------------------------

CONVERSION FILE PROPERTY UPDATES

1. MUNICIPALITY: (SCARBOROUGH) 01 ☐
- (TORONTO) 04 ☐
- (EAST YORK) 06 ☐
- (NORTH YORK) 08 ☐
- (YORK) 14 ☐
- (ETOBICOKE) 19 ☐

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR310P2

CONVERSION FILE - EDIT ONLY

PURPOSE:

To edit the Master Conversion File for missing data, incorrect spellings, inconsistent information, etc.

Note:

This job should only be run after most updates have taken place, as the cost is great and, therefore, it should not be run more than once per municipality.

TO COMPLETE THE REQUEST:

1. Municipality: Select one municipality as per request form.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of
PLANNING RESEARCH

Contact

Telephone
8130JOB NAME
MPR310P2SYSTEM
PLANNING - CONVERSION FILE

Prepared by

Date Prepared

CONVERSION FILE EDIT ONLY

1. MUNICIPALITY: (SCARBOROUGH) 01 ☐
- (TORONTO) 04 ☐
- (EAST YORK) 06 ☐
- (NORTH YORK) 08 ☐
- (YORK) 14 ☐
- (ETOBICOKE) 19 ☐

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR310P4

CONVERSION FILE UPDATE BY BLOCK FACE

PURPOSE:

To update at a block face level the street face name or the bounding street names (see form below).

TO COMPLETE THE REQUEST:

1. **Municipality:** Select one municipality as per request form.
2. **Edit all Masters:** This performs a similar function as the MPR310P2 and, once again, should only be run if absolutely necessary.

NOTE: It is preferable to correct all errors first and then, and only then, request a MPR310P2 as a final check.

CONVERSION FILE - BLOCK FACE STREET NAMES

CONVERSION FILE - BLOCK FACE STREET NAMES

[illegible]

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of
PLANNING RESEARCH

Contact

Telephone
8130JOB NAME
MPR310P4

SYSTEM

PLANNING - CONVERSION FILE

Prepared by

Date Prepared

CONVERSION FILE UPDATE BY BLOCK FACE

1. MUNICIPALITY: (SCARBOROUGH) 01 ☐
- (TORONTO) 04 ☐
- (EAST YORK) 06 ☐
- (NORTH YORK) 08 ☐
- (YORK) 14 ☐
- (ETOBICOKE) 19 ☐
2. EDIT ALL MASTERS? Y/N ☐

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR310P5

CONVERSION FILE UPDATE BY BLOCK

PURPOSE:

To update any of the following polygons at block level; Map File, Traffic Zone, Community and Neighbourhoods, Water Pressure Zones, and Drainage Areas using the form as below.

TO COMPLETE THE REQUEST:

1. Municipality: Select one municipality as per request form.
2. Edit All Masters: As in the P2 and P4 this should only be used as a last check.

CONVERSION FILE - BLOCK CHANGE

CONVERSION FILE - BLOCK CHANGE

TYPE	MUNC		MAP		DIV	SDIV			MFILE				TZONE			COMM			NBHD			WAT PZ		DRAINAGE	
	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22		23
5																									
5																									
5																									
5																									
5																									
5																									
5																									
5																									
5																									
5																									
5																									

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone
	8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR310P5	PLANNING - CONVERSION FILE

CONVERSION FILE UPDATE BY BLOCK FACE

1. MUNICIPALITY: (SCARBOROUGH) 01 ☐
- (TORONTO) 04 ☐
- (EAST YORK) 06 ☐
- (NORTH YORK) 08 ☐
- (YORK) 14 ☐
- (ETOBICOKE) 19 ☐
2. EDIT ALL MASTERS? Y/N ☐

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS OR COMMENTS									

MPR320P0

PRINT CONVERSION FILE BY BFI

PURPOSE: This job is used to list the Conversion File in BFI sequence, for a specific municipality.

TO COMPLETE THE REQUEST:

1. Municipality: Check one municipality to be printed.
2. Starting BFI Number: Specify the number at which to start printing, or zeros to start at the beginning of the file.
3. Ending BFI Number: Specify the number at which to end printing, or all 9's to print the entire field.
4. Number of Records to Print: As an alternative to #3, a specific number of records may be printed. Code all 9's for the entire file.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR320P0	SYSTEM PLANNING - CONVERSION FILE
----------------------	--------------------------------------

PRINT CONVERSION FILE BY BFI

1. MUNICIPALITY: (SCARBOROUGH) 01
(TORONTO) 04
(EAST YORK) 06
(NORTH YORK) 08
(YORK) 14
(ETOBICOKE) 19

2. STARTING BFI NUMBER (OR ALL ZEROS);

--	--	--	--	--	--	--	--

3. ENDING BFI NUMBER (OR ALL 9'S):

--	--	--	--	--	--	--	--

4. NUMBER OF RECORDS TO PRINT (OR ALL 9'S):

--	--	--	--	--	--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS OR COMMENTS									

MPR322P0

PRINT CONVERSION FILE BY AGU

PURPOSE:

This job is run to produce a list of the Conversion File in AGU sequence, for a specified municipality.

TO COMPLETE THE REQUEST:

1. Municipality: Select one municipality to be printed.
2. Number of Records to Print:
Specify the number records to be printed, or all 9's for the entire file.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone
	8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR322P0	PLANNING - CONVERSION FILE

PRINT CONVERSION FILE BY AGU

1. MUNICIPALITY: (SCARBOROUGH) 01
- (TORONTO) 04
- (EAST YORK) 06
- (NORTH YORK) 08
- (YORK) 14
- (ETOBICOKE) 19

2. NUMBER OF RECORDS TO PRINT (OR ALL 9'S):

--	--	--	--	--	--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR324P0

LIST CONVERSION ZERO & DUPLICATE STREETS #'s

PURPOSE:

This job produces a list, in street address sequence, of records on the Conversion file which have zero street numbers, or are duplicates. For duplicates, the first record is not printed. Records with BFI's over 2,000,000 are not used.

TO COMPLETE THE REQUEST:

1. Municipality: Select one municipality to be printed.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone
	8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR324P0	PLANNING - CONVERSION FILE

LIST CONVERSION FILE ZERO & DUPLICATE STREET NUMBERS

1. MUNICIPALITY: (SCARBOROUGH) 01
 (TORONTO) 04
 (EAST YORK) 06
 (NORTH YORK) 08
 (YORK) 14
 (ETOBICOKE) 19

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS OR COMMENTS									

MPR325P0

COPY AND SORT CONVERSION FILE

PURPOSE:

This job copies the updated Conversion file to back it up, and sorts the file into P.G.U. sequence.

TO COMPLETE THE REQUEST:

1. Municipality: Select one or more municipalities to be run.
2. Conversion File Year: The output file year (normally this year).

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR325P0	SYSTEM PLANNING - CONVERSION FILE
----------------------	--------------------------------------

COPY AND SORT CONVERSION FILE

1. MUNICIPALITY: (SCARBOROUGH) 01 ☐
- (TORONTO) 04 ☐
- (EAST YORK) 06 ☐
- (NORTH YORK) 08 ☐
- (YORK) 14 ☐
- (ETOBICOKE) 19 ☐

2. CONVERSION FILE YEAR:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEY PUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS OR COMMENTS									

MPR330P0

PRINT THE STREET INDEX

PURPOSE:

This job is run to print report P9.10, the Street Index.

TO COMPLETE THE REQUEST:

1. Year: This is the year of the Conversion file data to be printed.
2. Number of Copies: Indicate the number required. Please remember that this is a large report.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of

PLANNING RESEARCH

Contact

Telephone

8130

Prepared by

Date Prepared

JOB NAME

MPR330P0

SYSTEM

PLANNING - CONVERSION FILE

PRINT THE STREET INDEX1. YEAR:

2. NUMBER OF COPIES: _____

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS OR COMMENTS									

R.P.F. CREATION

MPR250P0

CREATE REGIONAL PLANNING FILE

PURPOSE:

This form is submitted along with the 'Control Card Layouts - Regional Information System' (form MPR.001.81.02) to run the R.P.F. create for each municipality, after MPR249P1-6 and the Conversion file update have been done for the municipality.

TO COMPLETE THE REQUEST:

1. Municipality: Select one or more municipalities. The job will be run once for each selection.
2. File Year: The last two digits of the S.A.S. and R.P.F. file year. This is the year of the data, not the current year.
3. Complete the 'Control Card Layouts' as described in the Regional Information System User's Manual. Note the change of Section Length (cols 19-22) to 7800 from 6000.

NOTE: This request generates the R.P.F. Summary of Records which is compared to the previous year's copy to ensure a comprehensive S.A.S. record was obtained.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of
PLANNING RESEARCH

Contact

Telephone
8130

Prepared by

Date Prepared

JOB NAME
MPR250P0SYSTEM
PLANNINGCREATE REGIONAL PLANNING FILE

1. MUNICIPALITY: (SCARBOROUGH) 01 ☐
- (TORONTO) 04 ☐
- (EAST YORK) 06 ☐
- (NORTH YORK) 08 ☐
- (YORK) 14 ☐
- (ETOBICOKE) 19 ☐

2. FILE YEAR:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEY PUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS OR COMMENTS									

R.P.F. CONTROL CARD LAYOUTS - REGIONAL INFORMATION SYSTEM

R.P.F. CREATION

PS 1? Y/N

☐

1

PS 2? Y/N

☐

3

PS 3? Y/N

☐

5

PS 4? Y/N

☐

7

PS 5? Y/N

☐

9

PS 6? Y/N

☐

11

PS 7? Y/N

☐

13

PS 8? Y/N

☐

15

Frontage
Site A? Y/N

☐

17

Section Length

19

22

Lines/Page

24

26

Conversion Year

28

31

SAS Year

33

36

Max Print Type-1

38

43

Max Print Type-2

45

50

Max Print Type-3

52

57

Max Print Type-4

59

64

Max Print Type-5

66

71

Max Print Type-ALL

73

80

CREATION DIAGNOSTICS

Report 1?

☐

1

Report 2?

☐

3

Report 3?

☐

5

Report 4?

☐

7

Report 5?

☐

9

Lines/Page

11

13

MPR255PO

UPDATE R.P.F.

PURPOSE:

This form is submitted, along with the 'Request to Update - Regional Information System' (form MPR.003.81.02) to correct errors and omissions in the R.P.F.

TO COMPLETE THE REQUEST:

1. Municipality: Select one municipality.
2. R.P.F. File Year: The last two digits of the file year (same as on MPR250P0).
3. Attach any transactions for this municipality.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR255P0	SYSTEM PLANNING - R.P.F.
----------------------	-----------------------------

UPDATE R.P.F.

1. MUNICIPALITY: (SCARBOROUGH) 01 ☐
- (TORONTO) 04 ☐
- (EAST YORK) 06 ☐
- (NORTH YORK) 08 ☐
- (YORK) 14 ☐
- (ETOBICOKE) 19 ☐

2. R.P.F. FILE YEAR:

NOTE: INPUT TRANSACTIONS ARE ATTACHED.

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEY PUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS OR COMMENTS									

Metropolitan Planning Department • Research Division

REQUEST TO UPDATE -
REGIONAL INFORMATION SYSTEM

☐ Conversion Update
☒ RPF Update in AGUC

Submitted by	For file	Date Received	Page	Of
Author and by		On (MM/YY) Name	Number	
		Approved by	Number in	

CITY	WMC	MAP	IN	SDV	ROLES	FROM	TO	LRP	SPU	SLA	TRD-4	COWSE	WFO-3	RCODE	WFLS	IN WFT	MM	CLD-PORT	CLD-RTY A	SLA	O	D
1994105		05	36110					112321		1000202	11	86M6M		39350								
									</													

MPR260PO

SORT R.P.F. BY P.G.U., AND BACK-UP

PURPOSE:

This job sorts the R.P.F., or updated R.P.F., into Prime Geographical Units sequence, for use in the E.L.A., Housing Data Base etc. The new version is copied to go into the vault.

TO COMPLETE THE REQUEST:

1. Municipality: Select one municipality.
2. R.P.F. Year: Two-digit year of the R.P.F. file.
3. Updated?: If a request was submitted to run MPR255P0 for this municipality, check 'Y', otherwise check 'N'.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of

PLANNING RESEARCH

Contact

Telephone

8130

Prepared by

Date Prepared

JOB NAME
MPR260P0SYSTEM
PLANNING - R.P.F.SORT R.P.F. BY P.G.U., AND BACKUP

1. MUNICIPALITY: (SCARBOROUGH) 01 ☐
- (TORONTO) 04 ☐
- (EAST YORK) 06 ☐
- (NORTH YORK) 08 ☐
- (YORK) 14 ☐
- (ETOBICOKE) 19 ☐

2. R.P.F. FILE YEAR:

3. WAS THE R.P.F. UPDATED IN MPR255P0?

Y ☐ N ☐

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEY PUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

H.D.B. CREATION

MPR340P0

CREATE PROPERTY HOUSING DATA BASE

PURPOSE:

To create the Housing Data Base for each municipality in Metropolitan Toronto.

TO COMPLETE THE REQUEST:

1. Use sheet to indicate municipality(ies) to be created:

Scarborough	01
Toronto	04
East York	06
North York	08
York	14
Etobicoke	19

2. Indicate last two digits for year for R.P.F. and then to be created Housing Data Base.

NOTE: This request generates the H.D.B. Summary of Records which is compared to the previous year's copy to ensure a comprehensive set of files was processed.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR340P0	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

CREATE PROPERTY HOUSING DATA BASE

1. **MUNICIPALITY:**

SCARBORO	01	☐
TORONTO	04	☐
EAST YORK	06	☐
NORTH YORK	08	☐
YORK	14	☐
ETOBICOKE	19	☐

2. **R.P.F. AND H.D.B. YEAR:**

☐	☐
--------------------------	--------------------------

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR355P1-5 COPY AND BACKUP H.D.B. FILES

PURPOSE: These jobs are to be run after the H.D.B. create is complete for all municipalities, to save tapes and provide a back up version of each of the 5 H.D.B. files.

TO COMPLETE THE REQUEST:

1. Year: Code the year of the data on the file.

MPR356P0 EXTRACT HOUSING REPORT FILE

PURPOSE: This job is run automatically upon the successful completion of the MPR355P1-5.

NOTE: only the one form is submitted to operations.

SUBMIT TO: Data Control
 28th Floor
 401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR355P1-5	SYSTEM PLANNING - H.D.B.
------------------------	-----------------------------

MPR356P0

PLEASE RUN THE FOLLOWING JOBS:

COPY AND BACK-UP H.D.B. FILES

MPR355P1 - HOUSEHOLD FILE

MPR355P2 - INDIVIDUAL FILES

MPR355P3 - NAME FILES

MPR355P4 - PROPERTY FILES

MPR355P5 - SOCIAL UNIT FILES

1. YEAR

--	--

THEN:

EXTRACT HOUSING REPORT FILES

MPR356P0 - FIRST EXTRACT

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I ✓	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
AND COMMENTS

MPR360P0

PRODUCE HOUSING REPORT EXTRACTS BY POLYGON SET

PURPOSE:

This job must be run prior to any print program of the P4. Series being produced.

This will create the extract for any polygon set, one at a time, which will be required for printing.

Note that P4.10, P4.20, P4.30, P4.50, P4.51 and P4.90 only require 'this extract' plus their particular print job.

The other reports require a second extract listed on page 5.2.

TO COMPLETE THE REQUEST:

1. Polygon Set: Select the polygon set for which the data is to be aggregated by.
2. Year of Data: List two digits of the data year.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR360P0	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

PRODUCE HOUSING REPORT EXTRACTS BY POLYGON SET

1. POLYGON SET:

--	--

2. YEAR OF DATA:

--	--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR280PO

MERGE SERIES REPORTS - EXTRACT PHASE

PURPOSE: This job produces extracts from the R.P.F. for any or all of Reports P1.10, P1.11 and P1.20.

TO COMPLETE THE REQUEST:

1. R.P.F. File Year: Insert the last 2 digits of the year of the R.P.F. file to be printed.

SUBMIT TO: Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of

PLANNING RESEARCH

Contact

Telephone

8130

JOB NAME

MPR280P0

SYSTEM

PLANNING - R.P.F.

Prepared by

Date Prepared

MERGE SERIES REPORTS - EXTRACT PHASE

1. R.P.F. FILE YEAR:

1

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEY PUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

R.P.F. REPORTS

MPR281PO

P1.10 POPULATION BY SELECTED AGES & SCHOOL SUPPORT

PURPOSE:

This job prints P1.10 for the R.P.F. file year given. It is run after MPR280P0 has been completed unless one of the previous 2 years is requested - the extract file may already exist. Check the tape list or Data Control.

TO COMPLETE THE REQUEST:

1. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
2. High Reporting Level - Indicate the highest reporting level (1 thru 5).
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. Report Tables/Page - Specify 10 or fewer.
5. M.P.D. Conversion - Specify 'Y' or 'N' for converting the 3rd digit of the M.P.D. to a letter.
6. R.P.F. File Year - Specify the last 2 digits of the year of the desired input file.
7. Number of Copies - Indicate the number required.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of
PLANNING RESEARCH

Contact

Telephone
8130

Prepared by

Date Prepared

JOB NAME
MPR281P0SYSTEM
PLANNING - R.P.F.P1.10 POPULATION BY SELECTED AGES AND SCHOOL SUPPORT

1. POLYGON SET:

1

2. HIGH REPORTING LEVEL:

3

3. LOW REPORTING LEVEL:

5

4. REPORT TABLES/PAGE:

7

8

5. M.P.D. CONVERISON:

10

6. R.P.F. FILE YEAR:

24

25

7. NUMBER OF COPIES: _____

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS OR COMMENTS									

MPR282P0

PI.11 POPULATION BY SELECTED AGES BY ROMAN
CATHOLIC AND OTHER RELIGIONS

PURPOSE:

This job prints PI.11 for the R.P.F. file year given. It is run after MPR280P0 has been completed unless one of the previous 2 years is requested - the extract file may already exist. Check the tape list or Data Control.

TO COMPLETE THE REQUEST:

1. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
2. High Reporting Level - Indicate the highest reporting level needed (1 thru 5).
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. Report Tables/Page - Specify 10 or fewer.
5. M.P.D. Conversion - Specify 'Y' or 'N' for converting the 3rd digit of the M.P.D. to a letter.
6. R.P.F. File Year - Specify the last 2 digits of the year of the desired input file.
7. Number of Copies - Indicate the number required.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of
PLANNING RESEARCH

Contact

Telephone
8130

Prepared by

Date Prepared

JOB NAME
MPR282P0

SYSTEM
PLANNING - R.P.F.

P1.11 POPULATION BY SELECTED AGES AND ROMAN CATHOLIC
AND OTHER RELIGIONS

1. POLYGON SET:

1

2. HIGH REPORTING LEVEL:

3

3. LOW REPORTING LEVEL:

5

4. REPORT TABLES/PAGE:

7

8

5. M.P.D. CONVERISON:

10

6. R.P.F. FILE YEAR:

24

25

7. NUMBER OF COPIES: _____

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS OR COMMENTS									

MPR283PO

P1.20 POPULATION BY SINGLE YEARS OF AGE AND SEX

PURPOSE:

This job prints P1.20 for the R.P.F. file year given. It is run after MPR280P2 has been completed unless one of the previous 2 years is requested - the extract file may already exist. Check the tape list of Data Control.

TO COMPLETE THE REQUEST:

1. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
2. High Reporting Level - Indicate the highest reporting level needed (1 thru 5).
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. Report Tables/Page - Specify 10 or fewer.
5. M.P.D. Conversion - Specify 'Y' or 'N' for converting the 3rd digit of the M.P.D. to a letter.
6. R.P.F. File Year - Specify the last 2 digits of the year of the desired input file.
7. Number of Copies - Indicate the number required.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone
	8130
Prepared by	Date Prepared

JOB NAME	SYSTEM
MPR283P0	PLANNING - R.P.F.

P1.20 POPULATION BY SINGLE YEARS OF AGE AND SEX

1. POLYGON SET:
1
2. HIGH REPORTING LEVEL:
3
3. LOW REPORTING LEVEL:
5
4. REPORT TABLES/PAGE:
7 8
5. M.P.D. CONVERISON:
10
6. R.P.F. FILE YEAR:
24 25

7. NUMBER OF COPIES: _____

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS OR COMMENTS									

MPR290P0

P5.10 INVENTORY OF NUMBER OF PROPERTIES, ACREAGE,
TOTAL ASSESSED AND BUSINESS ASSESSED VALUE BY
PROPERTY CODE

PURPOSE:

This job prints P5.10 for the year and polygon set given. It can be run after MPR260PO has been run for the R.P.F.

TO COMPLETE THE REQUEST:

1. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
2. High Reporting Level - Indicate the highest reporting level needed (1 thru 5).
3. Low Reporting Level - Indicate the lowest level required (1 thru 5).
4. Report Tables/Page - Specify as required (1-99).
5. M.P.D. Conversion - Specify 'Y' or 'N' for converting the 3rd digit of the M.P.D. to a letter.
6. Unit of Measurement - Specify one of the following:
 - F = square feet
 - M = square metres
 - H = hectares
 - A = acres
7. R.P.F. File Year - Specify the last 2 digits of the year of the desired input file.
8. Number of Copies - Indicate the number required.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of

PLANNING RESEARCH

Contact

Telephone

8130

JOB NAME

MPR290P0

SYSTEM

PLANNING - R.P.F.

Prepared by

Date Prepared

RUN REPORT P5.10

1. POLYGON SET:

1

2. HIGH REPORTING LEVEL:

3

3. LOW REPORTING LEVEL:

5

4. REPORT TABLES/PAGE:

7
8

5. M.P.D. CONVERISON:

10

6. UNIT OF MEASUREMENT:

12

7. R.P.F. FILE YEAR:

24
25

8. NUMBER OF COPIES: _____

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

OTHER R.P.F. REPORTS

SPECIAL NOTE

The following listed reports also exist but are not in operational form due to the indicated reasons.

FLOOR AREA INVENTORY SERIES 2

- P2.10 Floor Area Inventory by Major Land Uses by Time Period
- P2.20 Floor Area and Number of Structures by Structure Code by Time Periods
- P2.30 Offices and Multi-Type Complexes Inventory of Rented and Vacant Floor Area by Time Periods

Reason: At present no floor area data is available in the assessment files and therefore reports cannot be generated.

FARM SOIL SERIES 6

- P6.10 Acreage of Farmland by 2 Land Use and 8 soil texture categories
- P6.20 Acreage of Farmland by 2 Land Use and 6 soil class categories

Reason: These two reports are run in other regions but due to very minimal amount of farm land in Metropolitan Toronto these reports are not required.

H.D.B. REPORTS

MPR341P1 P4.10 HOUSING INVENTORY CHARACTERISTICS BY EIGHT
STRUCTURE TYPES (PRINT REPORT)

PURPOSE: The job prints report program P4.10 from the specified H.D.B.
data year.

TO COMPLETE THE REQUEST:

1. Year of Data - specify last two digits of year of the desired input
file.
2. Polygon Set - Request 1 set per run.

 1 - P.G.U. and Planning District
 2 - Community/Neighbourhood
 3 - Traffic Zone
 4 - Postal Code
 5 - Map File Number
 6 - Drainage Area
 7 - Water Pressure Zone
 8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru
5).
5. Number of Copies - Indicate the number required.

SUBMIT TO: Data Control
 28th Floor
 401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR341PI	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

PRINT REPORT P4.10

1. YEAR:
2. POLYGON SET:
3. LOW REPORTING LEVEL:
4. HIGH REPORTING LEVEL:
5. NUMBER OF COPIES:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR342P1

P4.20 HOUSEHOLD CHARACTERISTICS BY AGE OF HEAD,
TENURE, SIZE AND SEVEN STRUCTURE TYPES (PRINT
REPORT)

PURPOSE: The job prints report program P4.20 from the specified H.D.B.
data year.

TO COMPLETE THE REQUEST:

1. Year of Data - specify last two digits of year of the desired input file.
2. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
4. High Reporting Level - Indicate the highest reporting level needed (1 thru 5).
3. Low Reporting Level - Select the lowest level required (1 thru 5).
5. Number of Copies - Indicate the number required.

SUBMIT TO: Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR342P1	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

REPORT P4.20

1. YEAR:
2. POLYGON SET:
3. LOW REPORTING LEVEL:
4. HIGH REPORTING LEVEL:
5. NUMBER OF COPIES:

OR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR343P1

P4.30 HOUSING INVENTORY CHARACTERISTICS BY TIME PERIOD, DENSITY AND EIGHT STRUCTURE TYPES (PRINT REPORT)

PURPOSE:

The job prints report program P4.30 from the specified H.D.B. data year.

TO COMPLETE THE REQUEST:

1. Year of Data - specify last two digits of year of the desired input file.
2. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru 5).
- 5/6 Pre Year and Post Year - identify the breakdown the pre year setting the end of the first time period and the beginning of the second period; with the post year setting the end of the second time period and beginning of the third.
7. Number of Copies - Indicate the number required.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR343P1	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

REPORT P4.30

1. YEAR:
2. POLYGON SET:
3. LOW REPORTING LEVEL:
4. HIGH REPORTING LEVEL:
5. LOW YEAR (PRE YEAR):
6. HIGH YEAR (POST YEAR):
7. NUMBER OF COPIES:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS									
OR COMMENTS									

MPR344P0

P4.40 POPULATION AGE STRUCTURE BY SCHOOL SUPPORT
AND HOUSEHOLD TYPE (EXTRACT CREATE)

PURPOSE:

To create the extract for each polygon as required for specified H.D.B. year.

TO COMPLETE THE REQUEST:

1. Year of Data: - specify last two digits of the desired input file.
2. Select Polygon Set: - 1 to 8 as listed in MPR344P1.

MPR344P1

P4.40 POPULATION AGE STRUCTURE BY SCHOOL SUPPORT
AND HOUSEHOLD TYPE (PRINT REPORT)

PURPOSE:

The job prints report program P4.40 from the specified H.D.B. data year.

TO COMPLETE THE REQUEST:

1. Year of Data - specify last two digits of year of the desired input file.
2. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru 5).
5. Number of Copies - Indicate the number required.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR344P0	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

CREATE P4.40 EXTRACTS

1. YEAR OF DATA

--	--

2. POLYGON SET NUMBER

--	--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEY PUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of

PLANNING RESEARCH

Contact

Telephone

8130

Prepared by

Date Prepared

JOB NAME

MPR344P1

SYSTEM

PLANNING - H.D.B.

PRINT REPORT P4.40

1. YEAR OF DATA

--	--

2. POLYGON SET NUMBER

--	--

3. LOW REPORTING LEVEL

--

4. HIGH REPORTING LEVEL

--

5. NUMBER OF COPIES OF THE REPORT

--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR345P1

P4.50 POPULATION AND UNIT ANALYSIS BY TENANCY AND
SEVEN MAJOR HOUSING GROUPS

PURPOSE: The job prints report program P4.50 from the specified H.D.B.
data year.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of year of the desired input
file.
2. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru
5).
5. Number of Copies - Indicate the number required.

SUBMIT TO: Data Control
28th Floor
401 Bay Street

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR345P1	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

PRINT REPORT P4.50

- 1. YEAR OF DATA:
- 2. POLYGON SET:
- 3. LOW REPORTING LEVEL:
- 4. HIGH REPORTING LEVEL:
- 5. NUMBER OF COPIES:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR346P1

P4.51 CONDOMINIUM HOUSING CHARACTERISTICS

PURPOSE: The job prints report program P4.51 from the specified H.D.B. data year.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of year of the desired input file.
2. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru 5).
5. Number of Copies - Indicate the number required.

SUBMIT TO: Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR346P1	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

PRINT REPORT P4.51

1. YEAR OF DATA:
2. POLYGON SET:
3. LOW REPORTING LEVEL:
4. HIGH REPORTING LEVEL:
5. NUMBER OF COPIES:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS

OR COMMENTS

MPR347P0 P4.60 PERSONS IN NUCLEAR FAMILY AND NON-NUCLEAR
SOCIAL UNITS BY AGE GROUP AND TENURE (EXTRACT
CREATE)

PURPOSE: To create the additional extract for each polygon as required for
specified H.D.B. year, prior to running the print programs.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify the last two digits of the desired input file.
2. Select Polygon Set - One as listed in MPR347P1.

MPR347P1 P4.60 PERSONS IN NUCLEAR FAMILY AND NON-NUCLEAR
SOCIAL UNITS BY AGE GROUP AND TENURE

PURPOSE: The job prints report program P4.60 from the specified H.D.B.
data year.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of year of the desired input
file.
2. Polygon Set - Request 1 set per run.

1 - P.G.U. and Planning District
2 - Community/Neighbourhood
3 - Traffic Zone
4 - Postal Code
5 - Map File Number
6 - Drainage Area
7 - Water Pressure Zone
8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru
5).
5. Number of Copies - Indicate the number required.

SUBMIT TO: Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of

PLANNING RESEARCH

Contact

Telephone

8130

JOB NAME

MPR347P0

SYSTEM

PLANNING - H.D.B.

Prepared by

Date Prepared

CREATE P4.60 EXTRACTS

1. YEAR OF DATA:

--	--

2. POLYGON SET:

--	--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS

OR COMMENTS

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR347P1	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

PRINT REPORT P4.60

1. YEAR OF DATA:

--	--

2. POLYGON SET:

--	--

3. LOW REPORTING LEVEL:

--

4. HIGH REPORTING LEVEL:

--

5. NUMBER OF COPIES:

--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR348P0

P4.61 (P4.61(A)) ONE AND TWO PARENT FAMILY AND NON-FAMILY SOCIAL UNITS (HOUSEHOLDS) (EXTRACT CREATE)

PURPOSE: To create the additional extract for each polygon as required for specified H.D.B. year, prior to running the print programs.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of the desired input file.
2. Select Polygon Set - One of the polygons as listed in MPR348P1.

MPR348P1

P4.61 ONE AND TWO PARENT FAMILY AND NON-FAMILY SOCIAL UNITS BY SIZE, TENURE AND AGE GROUPS OF HEAD

PURPOSE: The job prints report program P4.61 from the specified H.D.B. data year.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of year of the desired input file.
2. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru 5).
5. Number of Copies - Indicate the number required.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR348P0	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

CREATE P4.61 AND P4.61(A) EXTRACTS

1. YEAR OF DATA:

--	--

2. POLYGON SET:

--	--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS

OR COMMENTS

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of
PLANNING RESEARCH

Contact

Telephone
8130

Prepared by

Date Prepared

JOB NAME
MPR348P1SYSTEM
PLANNING - H.D.B.PRINT P4.61 (SOCIAL UNITS)

1. YEAR OF DATA:

2. POLYGON SET:

3. LOW REPORTING LEVEL:

4. HIGH REPORTING LEVEL:

5. NUMBER OF COPIES:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS

OR COMMENTS

MPR348P3

P4.61A ONE AND TWO PARENT FAMILY AND NON-FAMILY
HOUSEHOLDS BY SIZE, TENURE AND AGE GROUPS OF HEAD

PURPOSE: The job prints report program P4.61A from the specified H.D.B data year.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of year of the desired input file.
2. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru 5).
5. Number of Copies - Indicate the number required.

SUBMIT TO: Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of

PLANNING RESEARCH

Contact

Telephone

8130

Prepared by

Date Prepared

JOB NAME

SYSTEM

MPR348P3

PLANNING - H.D.B.

REPORT P4.61A (HOUSEHOLDS)

1. YEAR OF DATA:
2. POLYGON SET:
3. LOW REPORTING LEVEL:
4. HIGH REPORTING LEVEL:
5. NUMBER OF COPIES:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS OR COMMENTS									

MPR349P0

P4.62 ONE AND TWO PARENT SOCIAL UNITS BY NUMBER OF CHILDREN BY FIVE GROUPS IN AGES 0-9 AND P4.62A AGE PROFILE OF CHILDREN IN ONE AND TWO PARENT SOCIAL UNITS (EXTRACT CREATE)

PURPOSE:

To create the additional extract for each polygon as required for specified H.D.B. year, prior to running the print program.

TO COMPLETE THE REQUEST:

1. Year of Data: - Specify last two digits of the desired input file.
2. Select Polygon Set: - One of those listed below in MPR349P1.

MPR349P1

P4.62 ONE AND TWO PARENT SOCIAL UNITS BY NUMBER OF CHILDREN BY FIVE GROUPS IN AGES 0-9

PURPOSE:

The job runs and prints report program P4.62 from the specified H.D.B. data year.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of year of the desired input file.
2. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru 5).
5. Number of Copies - Indicate the number required.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR349P0	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

CREATE P4.62 AND P4.62(A) EXTRACTS

1. YEAR OF DATA:

--	--

2. POLYGON SET:

--	--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE
ADDITIONAL INSTRUCTIONS OR COMMENTS									

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME
MPR349P1SYSTEM
PLANNING - H.D.B.PRINT REPORT P4.62

1. YEAR OF DATA:

2. POLYGON SET:

3. LOW REPORTING LEVEL:

4. HIGH REPORTING LEVEL:

5. NUMBER OF COPIES:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
COMMENTS

MPR350P1

P4.62A AGE PROFILE OF CHILDREN IN ONE AND TWO
PARENT SOCIAL UNITS

PURPOSE: The job runs and prints report program P4.62A from the specified
H.D.B. data year.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of year of the desired input
file.
2. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru
5).
5. Number of Copies - Indicate the number required.

SUBMIT TO: Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR350P1	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

PRINT REPORT P4.62A

1. YEAR OF DATA:

--	--

2. POLYGON SET:

--	--

3. LOW REPORTING LEVEL:

--

4. HIGH REPORTING LEVEL:

--

5. NUMBER OF COPIES:

--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS

FOR COMMENTS

MPR351P0 P4.63 ONE AND TWO PARENT HOUSEHOLDS BY NUMBER OF CHILDREN AND TENURE WITH AND WITHOUT BOARDERS (EXTRACT CREATE)

PURPOSE: To create the additional extract for each polygon as required for specified H.D.B. year prior to running the print program.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of the desired input file.
2. Select Polygon Set - One of the polygons as listed below in MPR351P1.

MPR351P1 P4.63 ONE AND TWO PARENT HOUSEHOLDS BY NUMBER OF CHILDREN AND TENURE WITH AND WITHOUT BOARDERS

PURPOSE: The job prints report program P4.63 from the specified H.D.B. data year.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of year of the desired input file.
2. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru 5).
5. Number of Copies - Indicate the number required.

SUBMIT TO: Data Control
 28th Floor
 401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR351P0	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

CREATE P4.63 EXTRACTS1. YEAR OF DATA: 2. POLYGON SET:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS

COMMENTS

REQUEST FOR COMPUTER SERVICES - General Requests

JOB NAME	SYSTEM
MPR351P1	PLANNING - H.D.B.

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone
	8130
Prepared by	Date Prepared

PRINT REPORT P4.63

1. YEAR OF DATA:
2. POLYGON SET:
3. LOW REPORTING LEVEL:
4. HIGH REPORTING LEVEL:
5. NUMBER OF COPIES:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR356P0

P4.70 OWNER AND TENANT TOTAL REALTY AND EXEMPT
ASSESSMENT WITH NUMBER OF UNITS BY NINE RESIDENTIAL
STRUCTURE TYPES (EXTRACT CREATE)

PURPOSE:

To create the additional extract for each polygon as required for specified H.D.B. year prior to running the print program.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of the desired input file.
2. Select Polygon Set - One of the polygons as listed below in MPR356P1.

MPR356P1

P4.70 OWNER AND TENANT TOTAL REALTY AND EXEMPT
ASSESSMENT WITH NUMBER OF UNITS BY NINE RESIDENTIAL
STRUCTURE TYPES

PURPOSE:

The job prints report program P4.70 from the specified H.D.B. data year.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of year of the desired input file.
2. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru 5).
5. Number of Copies - Indicate the number required.

SUBMIT TO:

Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR356P0	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

CREATE P4.70 EXTRACTS

1. YEAR OF DATA:

--	--

2. POLYGON SET:

--	--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of

PLANNING RESEARCH

Contact

Telephone

8130

Prepared by

Date Prepared

JOB NAME

MPR356P1

SYSTEM

PLANNING - H.D.B.

PRINT REPORT P4.70

1. YEAR OF DATA:

2. POLYGON SET:

3. LOW REPORTING LEVEL:

4. HIGH REPORTING LEVEL:

5. NUMBER OF COPIES:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS

REMARKS

MPR352P0 P4.81 UNDER 60 AND 60 PLUS HOUSEHOLDS BY SIZE AND
TENURE (EXTRACT CREATE)

PURPOSE: To create the additional extract for each polygon as required for
specified H.D.B. year prior to running the print program.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of the desired input file.
2. Select Polygon Set - One of the polygons as listed below in MPR352P1.

MPR352P1 P4.81 UNDER 60 AND 60 PLUS HOUSEHOLDS BY SIZE AND
TENURE

PURPOSE: The job prints report program P4.81 from the specified H.D.B.
data year.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of year of the desired input
file.
2. Polygon Set - Request 1 set per run.

1 - P.G.U. and Planning District
2 - Community/Neighbourhood
3 - Traffic Zone
4 - Postal Code
5 - Map File Number
6 - Drainage Area
7 - Water Pressure Zone
8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru
5).
5. Number of Copies - Indicate the number required.

SUBMIT TO: Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR352P0	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

CREATE P4.81 EXTRACTS1. YEAR OF DATA: 2. POLYGON SET:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEY PUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS

COMMENTS

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR352P1	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

PRINT REPORT P4.81

1. YEAR OF DATA:
2. POLYGON SET:
3. LOW REPORTING LEVEL:
4. HIGH REPORTING LEVEL:
5. NUMBER OF COPIES:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

MPR353P0 P4.82 SENIOR CITIZEN HOUSEHOLD PROFILE (EXTRACT
CREATE)

PURPOSE: To create the additional extract for each polygon as required for
specified H.D.B. year prior to running the print program.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of the desired input file.
2. Select Polygon Set - One of the polygons as listed below in MPR353P1.

MPR353P1 P4.82 SENIOR CITIZEN HOUSEHOLD PROFILE

PURPOSE: The job prints report program P4.82 from the specified H.D.B.
data year.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of year of the desired input
file.
2. Polygon Set - Request 1 set per run.

1 - P.G.U. and Planning District
2 - Community/Neighbourhood
3 - Traffic Zone
4 - Postal Code
5 - Map File Number
6 - Drainage Area
7 - Water Pressure Zone
8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru
5).
5. Number of Copies - Indicate the number required.

SUBMIT TO: Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR353P0	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

CREATE P4.82 EXTRACTS

1. YEAR OF DATA:

--	--

2. POLYGON SET:

--	--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

I N	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	O U T	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of PLANNING RESEARCH	
Contact	Telephone 8130
Prepared by	Date Prepared

JOB NAME MPR353P1	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

PRINT REPORT P4.82

1. YEAR OF DATA:

--	--

2. POLYGON SET:

--	--

3. LOW REPORTING LEVEL:

--

4. HIGH REPORTING LEVEL:

--

5. NUMBER OF COPIES:

--

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	TIME	DATE					TIME	DATE
Data Conversion			KEYPUNCHED	VERIFIED		Data Conversion		

ADDITIONAL INSTRUCTIONS

COMMENTS

MPR354P1

P4.90 HOUSING CHARACTERISTICS BY TYPE, TENURE AND
HOUSEHOLD SIZE

PURPOSE: The job prints report program P4.90 from the specified H.D.B.
data year.

TO COMPLETE THE REQUEST:

1. Year of Data - Specify last two digits of year of the desired input
file.
2. Polygon Set - Request 1 set per run.
 - 1 - P.G.U. and Planning District
 - 2 - Community/Neighbourhood
 - 3 - Traffic Zone
 - 4 - Postal Code
 - 5 - Map File Number
 - 6 - Drainage Area
 - 7 - Water Pressure Zone
 - 8 - Block Face Identifier
3. Low Reporting Level - Select the lowest level required (1 thru 5).
4. High Reporting Level - Indicate the highest reporting level needed (1 thru
5).
5. Number of Copies - Indicate the number required.

SUBMIT TO: Data Control
28th Floor
401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of

PLANNING RESEARCH

Contact

Telephone

8130

Prepared by

Date Prepared

JOB NAME

MPR354P1

SYSTEM

PLANNING - H.D.B.

PRINT REPORT P4.90

1. YEAR OF DATA:

2. POLYGON SET:

3. LOW REPORTING LEVEL:

4. HIGH REPORTING LEVEL:

5. NUMBER OF COPIES:

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEY PUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS
OR COMMENTS

R.P.D.B. FILES

MPR265P0 CREATE REGIONAL PLANNING DATA BANK

PURPOSE: This job takes the final copy produced by the MPR260P0 job and creates five distinct files for special request reports.

TO COMPLETE THE REQUEST:

1. Fill in the year of the Regional Planning File which is to be used for creating the R.P.D.B.

SUBMIT TO: Data Control
 28th Floor
 401 Bay Street

REQUEST FOR COMPUTER SERVICES - General Requests

Submitted by Department of	
PLANNING RESEARCH	
Contact	Telephone
	8130
Prepared by	Date Prepared

JOB NAME MPR265P0	SYSTEM PLANNING - H.D.B.
----------------------	-----------------------------

CREATE REGIONAL PLANNING DATA BANK

1. CREATE AND BACK UP THE FOLLOWING FILES:

PROPERTY FILE

FARM SOIL FILE

STRUCTURE FILE

OCCUPANT FILE

INDIVIDUAL FILE

2. YEAR OF R.P.F.

FOR USE BY DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS ONLY

IN	Control Section	TIME	DATE	DATA SET NAME	PROJECT CODE	OUT	Control Section	TIME	DATE
	Data Conversion	TIME	DATE	KEYPUNCHED	VERIFIED		Data Conversion	TIME	DATE

ADDITIONAL INSTRUCTIONS

OR COMMENTS

SECTION 6

APPENDICES

APPENDIX A

POLYGON DEFINITIONS

POLYGON DEFINITIONS

The R.P.F. and H.D.B. Systems are designed to be capable of reporting data by a variety of different user specified areas. Within the data base it maintains the full Assessment Geographical Unit (A.G.U.) identifier down to the individual tenant number plus the prime Planning Geographical Unit (P.G.U.) identifier down to the individual block. External to the data base, it has a corresponding table from A.G.U. to all polygon sets permitting data to be reported by the user specified areas.

DEFINITION OF EIGHT POLYGON SETS

	<u>FIELDS</u>	<u>LEVEL</u>	<u>FORMAT</u>	<u>DESCRIPTION</u>
POLYGON SET 1	<u>PRIME PLANNING GEOGRAPHICAL UNITS AND PLANNING DISTRICTS</u>			
	CNTY	1	N(2)	COUNTY
	MUNC	2	N(2)	MUNICIPALITY
	MPD	3	N(3)	MINOR PLANNING DISTRICT
	BPU	4	N(3)	BASIC PLANNING UNIT
	BLK	5	N(5)	BLOCK
POLYGON SET 2	<u>COMMUNITY AND NEIGHBOURHOOD</u>			
	CNTY	1	N(2)	COUNTY
	MUNC	2	N(2)	MUNICIPALITY
	COMM	3	N(3)	COMMUNITY
	NBHD	4	N(3)	NEIGHBOURHOOD
POLYGON SET 3	<u>TARMS TRAFFIC ZONES</u>			
	CNTY	1	N(2)	COUNTY
	MUNC	2	N(2)	MUNICIPALITY
	TZONE	3	N(3)	TRAFFIC ZONE
POLYGON SET 4	<u>POSTAL CODES</u>			
	CNTY	1	N(2)	COUNTY
	PCODE	2	X(6)	POSTAL CODE
POLYGON SET 5	<u>MAP FILE REFERENCE</u>			
	CNTY	1	N(2)	COUNTY
	MFILE	2	X(4)	MAP FILE
POLYGON SET 6	<u>DRAINAGE AREAS</u>			
	CNTY	1	N(2)	COUNTY
	DRNGA	2	N(1)	DRAINAGE AREA
POLYGON SET 7	<u>WATER PRESSURE ZONE</u>			
	CNTY	1	N(2)	COUNTY
	WATPZ	2	N(2)	WATER PRESSURE ZONE
POLYGON SET 8	<u>BLOCK FACE IDENTIFIER</u>			
	CNTY	1	N(2)	COUNTY
	MUNC	2	N(2)	MUNICIPALITY
	BFI	3	N(8)	BLOCK FACE IDENTIFIER

In addition to the 8 standard polygons defined above, various other special purpose polygons can be extracted, through a special request to the Research Division.

	<u>FIELDS</u>	<u>LEVEL</u>	<u>FORMAT</u>	<u>DESCRIPTION</u>
POLYGON SET 9	<u>SPECIAL TRANSPORTATION AREAS</u>			
	CNTY	1	N(2)	COUNTY
	STRAN	2	N(3)	SPECIAL TRANSPORTATION AREA
	STRAN-SUB	3	N(1)	SUB AREAS OF 'STRAN'
POLYGON SET 10	<u>SPECIAL PROJECT AREA CODE</u>			
	CNTY	1	N(2)	COUNTY
	SPAC	2	N(2)	SPECIAL PROJECT AREA
	SPACE-SUB	3	N(1)	SUB AREAS OF 'SPAC'
POLYGON SET 11	<u>INDUSTRIAL ZONE POLYGON</u>			
	CNTY	1	N(2)	COUNTY
	MUNC	2	N(2)	MUNICIPALITY
	INDUS	3	N(2)	INDUSTRIAL ZONE
	IND-SUB	4	N(1)	SUB AREAS OF 'INDUST'
POLYGON SET 12 (PROPOSED)	<u>RETAIL POLYGON</u>			
	CNTY	1	N(2)	COUNTY
	MUNC	2	N(2)	MUNICIPALITY
	RETAIL	3	N(3)	RETAIL ZONE
	RET-SUB	4	N(1)	SUB AREAS OF 'RETAIL'

It is also likely that other polygons will be defined either for special purpose projects or for general use, examples being; census tracts and election zones.

APPENDIX B

STANDARD ASSESSMENT SYSTEMS

CARD TYPE FORMAT

STANDARD ASSESSMENT SYSTEM FILE LAYOUT

The structure of the Standard Assessment System (S.A.S.) is a series of 80 character card images. Common to each of the card images is the 19 character roll number defined as follows:

- . County - 2 digit number
- . Municipality - 2 digit number
- . Map Area - 2 digit number
- . Map Division - 1 digit number
- . Map Subdivision - 3 digit number
- . Parcel Number - 3 digit number
- . Parcel Sub Number - 2 digit number
- . Primary/Subordinate - 4 digit number

Immediately following the 19 character roll number is a 2 digit alpha character for each of the following twelve card types.

Property Characteristics and Identification Data

- . Type "AA" Roll Entry Creation Card
- . Type "BB" Property Data Card
- . Type "CC" Structure Data Card
- . Type "DD" Soil Parcel Card

Names and Addresses

- . Type "GG" Name Data Card
- . Type "HH" Mailing Address Card
- . Type "JJ" Mailing Address Card

Property Location and Descriptions

- . Type "KK" Property Location Card
- . Type "LL" Short Description Card
- . Type "MM" Comments Card

Valuation and Tax Liability Data

- . Type "PA" Assessment Control Card
- . Type "PB" Assessment Value Card

The file format for each of the twelve - 80 character card images follows:

Abbreviations

A	-	alpha
N	-	numeric
b	-	blank

LZ	-	leading zeros
P	-	punched
LJ	-	left justified
RJ	-	right justified

AA CARD - Property Creation Card

- occurs once on every primary and subordinate entry

FIELD	TYPE	LENGTH	COLUMN	FORMAT
Roll Number	N	19	1-19	LZ
Card Type	A	2	20-21	="AA"
Ward	N	2	22-23	LZ
Poll	N	3	24-26	LZ
Poll Suffix	b/N	1	27	P
School Codes	N	6	28-33	P
Special Rate Areas	b/A/N	6	34-39	P
Reference Number	N	9	40-48	LZ
Prev. Roll Number	N	<u>19</u>	49-67	LZ
		67		

BB CARD - PROPERTY DATA CARD

- mandatory on primary entries, optional on subordinate entries

Roll Number	N	19	1-19	LZ
Card Type	A	2	20-21	="BB"
Frontage	N	6,2	22-27	LZ
Site Area	N	7,2	28-34	P
Unit of Measurement	A	1	35	P
Depth or FFE Acreage	N	5,2	36-40	LZ
S/Impr & Sp Feat Code	A	2	41-42	LJ
Property Code	N	3	43-45	LZ
Zoning	A/N	7	46-52	RJ
Services	A	1	53	P
Access	A	1	54	P
Metro Exemption	N	<u>4</u>	55-58	LZ
		58		

CC CARD - Structure Data Card

- occurs 0 to 9 times only on primary entries

FIELD	TYPE	LENGTH	COLUMN	FORMAT
Roll Number	N	19	1-19	LZ
Card Type	A	2	20-21	= "CC"
Sequence Number	N	1	22	LZ
Structure Code	N	2	23-24	LZ
Character of Constr.	A	3	25-27	P
Quality	N	3, 1	28-30	LZ (1.0 to 10.0)
Shape	A	1	31	P
Year Built	b/N	4	32-35	P
Year Built Code	A	1	36	P
Condition	A	1	37	P
Full Storeys	b/N	2	38-39	LZ
Part Storeys	b/N	1	40	P
Height/Effective Date	b/N	4	41-44	LZ
Split	A	1	45	P
Gross Area	N	6	46-51	LZ
Total Basement Area	N	4	52-55	LZ
Finished Basement Area	N	4	56-59	LZ
Basement Finish/Type	A	1	60	P
Full Baths	b/N	1	61	P
Half Baths	b/N	1	62	P
# of Bedrooms	N	2	63-64	LZ
# of Fireplaces	b/N	1	65	P
Heating Type	A	2	66-67	P
Air Conditioning	A	1	68	P
Garage Type	A	1	69	P
Garage Spaces	N	<u>3</u>	70-72	P

DD CARD - Soil Parcel Card - occurs 0 to 9 times only on primary entries

FIELD	TYPE	LENGTH	COLUMN	FORMAT
Roll Number	N	19	1-19	LZ
Card Type	A	2	20-21	="DD"
Sequence Number	N	1	22	P
Acres	N	6, 2	23-28	LZ
Textures	N	1	29	P
Class	N	1	30	P
Tiling	A	1	31	P
Climatic Zone	N	1	32	P
Wooded Acreage	N	6, 2	33-38	LZ
Year Planted	b/N	2	39-40	P
Type of Trees	b/N	1	41	P
Trees per Acre	b/N	1	42	P
Management Status	A	1	43	P
Orchard Acreage	N	<u>6, 2</u>	44-49	LZ
		49		

GG CARD - Name Data Card - Mandatory 1 to 9900 times on primary and subordinate entries

FIELD	TYPE	LENGTH	COLUMN	FORMAT
Roll Number	N	19	1-19	LZ
Card Type	A	2	20-21	= "GG"
Sequence Number	N	4	22-25	LZ
Name	A/N	28	26-53	LJ
Identifier	b/A	1	54	P
Occupancy Status	A	1	55	P
Religion	b/A	1	56	P
Support	b/A	1	57	P
Residency Code	b/A	1	58	P
Citizenship	b/A	1	59	P
French Notice/Penetarg	b/A	1	60	P
Year Born	b/A/N	2	61-62	P
Month Born	b/A/N	<u>2</u>	63-64	P
		64		

HH CARD - Mailing Address Card - Occurs 0 to 3 times on primary and subordinate entries

Roll Number	N	19	1-19	LZ
Card Type	A	2	20-21	= "HH"
Sequence Number	N	1	22	LZ
Mailing Address	A	<u>28</u>	23-50	LJ
		50		

JJ CARD - City/Provincial Mailing Address - Mandatory once on every primary and subordinate entry

FIELD	TYPE	LENGTH	COLUMN	FORMAT
Roll Number	N	19	1-19	LZ
Card Type	A	2	20-21	="JJ"
City/Province/Country	A	21	22-42	LJ
Postal Code	A/N	<u>7</u>	43-49	P
		49		

KK CARD - Property Location Card - Optional on primary and subordinate entries

Roll Number	N	19	1-19	LZ
Card Type	A	2	20-21	="KK"
Street Number	N	5	22-26	LZ
Upper Street Number	N	5	27-31	LZ
Qualifier	b/A	1	32	P
Street Name	A/N	17	33-49	LJ
Unit Number	b/A/N	<u>5</u>	50-54	P
		54		

LL CARD - Short Description Card - Mandatory 1 to 5 times on primary entries -
Optional 0 to 5 times on subordinate entries

FIELD	TYPE	LENGTH	COLUMN	FORMAT
Roll Number	N	19	1-19	LZ
Card Type	A	2	20-21	= "LL"
Sequence Number	N	1	22	LZ
Short Description	A/N	<u>28</u> 50	23-50	LJ

MM CARD - Comment Card - Optional 0 to 4 times

Roll Number	N	19	1-19	LZ
Card Type	A	2	20-21	= "MM"
Sequence Number	N	1	22	LZ
Comment	A/N	<u>28</u> 50	23-50	LJ

PA CARD - Assessment Control Card - Mandatory on all primary and subordinate entries

FIELD	TYPE	LENGTH	COLUMN	FORMAT
Roll Number	N	19	1-19	LZ
Card Type	A	2	20-21	="PA"
Sequence Number	N	1	22	P
Property Total	N	10	23-32	LZ
Unit Class	A	3	33-35	P
Realty Tax Class	A	1	36	P
Business Tax Class	A	1	37	P
Business Percentages	N	3	38-40	LZ
Authority for Change	N	3	41-43	LZ
Realty Reason for Change	b/A	2	44-45	P
Business Reason for Change	b/A	1	46	P
Effective Date of Change	N	6	47-52	LZ
Tenant Tax Liability	A	1	53	P
Notice Issued	b/A	1	54	="N" or "Blank"
Prev. Year's Assessment	N	<u>10</u>	55-64	LZ
		64		

PB CARD - Assessment Value Card - Mandatory on all subordinate entries,
Optional on primary entries

Roll Number	N	19	1-19	LZ
Card Type	A	2	20-21	="PB"
Sequence Number	N	1	22	P
Realty Portion Public	N	10	23-32	LZ
Realty Portion Separate	N	10	33-42	LZ
Realty Portion No Supt	N	9	43-51	LZ
Business Amt Public	N	10	52-61	LZ
Business Amt Separate	N	10	62-71	LZ
Business Amt Support	N	<u>9</u>	72-80	LZ
		80		

APPENDIX C

THE REGIONAL PLANNING FILE

FILE LAYOUT

THE REGIONAL PLANNING FILE - FILE LAYOUT

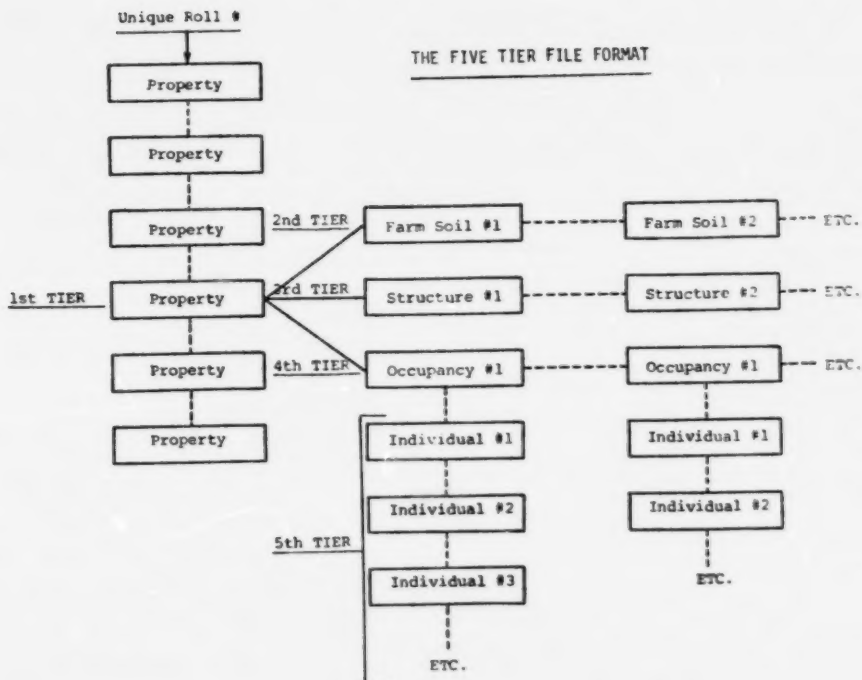
The Regional Planning File adopted a more structured organization than the Standard Assessment System in order to reduce the length of a very large file record system. This section deals with -

- | | |
|---|--|
| (1) the file layout | (4) generation of the Regional Planning File |
| (2) the data elements in the file | (5) update procedure to delete, insert or modify data elements in R.P.F. |
| (3) the geographical level of storage and retrieval | |

(1) FILE LAYOUT

The File Layout is a five-tier fixed format variable length record. Each tier has a fixed format but the number of occurrences of each tier within each property is a variable amount. The five tiers are the following:

- | | |
|-------------|---|
| First Tier | - <u>Property Records</u> together with identification of number of (a) Farm Soil Records, (b) Structure Records and (c) Occupancy Records. |
| Second Tier | - <u>Farm Soil Records.</u> |
| Third Tier | - <u>Structure Records.</u> |
| Fourth Tier | - <u>Occupancy Records</u> together with number of records of Individuals. |
| Fifth Tier | - <u>Individual Records</u> applies only to Residential Occupancies. |



(2) DATA ELEMENTS

MNEMONIC CHARACTERS		POSITION FROM	TO	TYPE	SOURCE	DESCRIPTION	SAS CARD TYPE
<u>PROPERTY RECORD</u>							
PDUM	1	1	1	N	C	FOR INTERNAL USE ONLY (1)	
CNTY	2	2	3	N	R	COUNTY NUMBER	All
MUNC	2	4	5	N	R	MUNICIPALITY NUMBER	All
MPD	3	6	8	N	CO	MINOR PLANNING DISTRICT	PRIME PLANNING GEOGRAPHICAL UNIT
BPU	3	9	11	N	CO	BASIC PLANNING UNIT NUMBER	
BLK	3	12	16	N	CO	PLANNING BLOCK NUMBER	
BFACE	2	17	18	N	CO	BLOCK FACE	
MAP	2	19	20	N	R	MAP AREA NUMBER	ASSESSMENT GEOGRAPHICAL UNIT
DIV	1	21	21	N	R	MAP DIVISION NUMBER	
SDIV	3	22	24	N	R	MAP SUBDIVISION NUMBER	
ROLSB	3	25	29	N	R	ROLL NO & SUB NO (PARCEL NO)	
WARD	2	30	31	N	R	WARD	ELECTORAL GEOGRAPHICAL UNIT
POLL	3	32	34	N	R	POLL	
PSUF	1	35	35	N	R	POLL SUFFIX	
GEO	12	36	47	X	P	GEOCODE	
TZONE	3	48	50	N	CO	TRAFFIC ZONE	
COMM	3	51	53	N	CO	COMMUNITY	
NBHD	3	54	56	N	CO	NEIGHBOURHOOD	
*RESERVED	6	57	62	X		RESERVED FOR FUTURE USE	
BFI	3	63	70	N	CO	BLOCK FACE IDENTIFIER	
MFILE	4	71	74	X	CO	MAP FILE NUMBER	
DRNGA	1	75	75	N	CO	DRAINAGE AREA	
WATPZ	2	76	77	N	CO	WATER PRESSURE ZONE	
FRONT	6, 2	78	83	N	R	FRONTAGE (Feet)	BB
SITEA	7, 2	84	90	N	R	SITE AREA IN ACRES/SQUARE FEET	BB
UM	1	91	91	A	R	UNIT OF MEASUREMENT	BB
*DEPTH	3, 2	92	96	N	R	DEPTH OR FFE ACREAGE	BB

(2) DATA ELEMENTS

MNEMONIC	CHARACTERS	POSITION		TYPE	SOURCE	DESCRIPTION	SAS CARD TYPE
		FROM	TO				
PROPERTY RECORD (Continued)							
PROP	3	97	99	N	R	PROPERTY CODE	BB
ZONEG	7	100	106	X	R	ZONING	BB
SERV	1	107	107	A	R	SERVICES	BB
ACCS	1	108	108	A	R	ACCESS	BB
MEXEMP	4	109	112	N	R	METRO EXEMPTION	BB
PROWN	28	113	140	X	R	PROPERTY OWNER NAME	GG
STR	5	141	145	N	R	STREET NUMBER	KK
UPST	5	146	150	N	R	UPPER STREET NUMBER	KK
STRQ	1	151	151	A	R	STREET NUMBER QUALIFIER	KK
SNAME	17	152	168	A	R	STREET NAME	KK
UNIT - NO.	5	169	173	X	R	UNIT NUMBER	KK
SHORTD	28	174	201	X	R	SHORT DESCRIPTION	LL
TOTASS	10	202	211	N	R	TOTAL ASSESSMENT	PA
ACHANGE	3	212	214	N	R	AUTHORITY FOR CHANGE	PA
RCHANGE	2	215	216	N	R	REALTY REASON FOR CHANGE	PA
RDATE	6	217	222	N	R	REALTY EFFECTIVE DATE OF CHANGE	PA
BCHANGE	1	223	223	N	R	BUSINESS REASON FOR CHANGE	PA
BDATE	6	224	229	N	R	BUSINESS EFFECTIVE DATE OF CHANGE	PA
*UNITCC	3	230	232	A	R	UNIT CLASS CODE	PA
*RPF-ID	1	233	233	A	R	IDENTIFIER	GG
*RESCOD	1	234	234	A	R	RESIDENCY CODE	GG
*COMMENT	28	235	262	X	R	COMMENT CARD	MM
*ESTNAME	28	263	290	X	R	ESTABLISHMENT NAME (MAILING)	HH
*PINDIV	4	291	294	N	C	NUMBER OF INDIVIDUALS AT PROPERTY	
*RESERVED	8	295	302	X		RESERVE FOR FUTURE USE	
NSTRUCT	2	303	304	N	C	NUMBER OF STRUCTURES	
NOCC	4	305	308	N	C	NUMBER OF OCCUPANCIES	
NFSTP	2	309	310	N	C	NUMBER OF FARM SOIL PARCELS	

(2) DATA ELEMENTS

MNEMONIC CHARACTERS		POSITION		TYPE	SOURCE	DESCRIPTION	SAS CARD TYPE
		FROM	TO				
<u>FARM SOIL RECORD (DD)</u>							
FDUM	1	1	1	N	C	INTERNAL USE ONLY (2)	
SEQ	2	2	3	N	R	SEQUENCE NUMBER	DD
ACRES	6, 2	4	9	N	R	ACREAGE	DD
SOILTX	1	10	10	N	R	SOIL TEXTURE	DD
SOILCL	1	11	11	N	R	SOIL CLASS	DD
TLG	1	12	12	A	R	TILING	DD
CLMZ	1	13	13	N	R	CLIMATIC ZONE	DD
WOODAC	6, 2	14	19	N	R	WOODED ACRES	DD
TRPLYR	2	20	21	N	R	TREE PLANTATION YEAR	DD
TRTYPE	1	22	22	N	R	TREE TYPE	DD
TTPAC	1	23	23	N	R	TREES PER ACRE	DD
FORMS	1	24	24	A	R	FOREST MANAGEMENT STATUS	DD
ACORCH	6, 2	25	30	N	R	ACRES ORCHARD	DD
RESERVED	10	31	40	X		RESERVE FOR FUTURE USE	

(2) DATA ELEMENTS

MNEMONIC CHARACTERS		POSITION		TYPE	SOURCE	DESCRIPTION	SAS CARD TYPE
		FROM	TO				
<u>STRUCTURE RECORD (CC)</u>							
SDUM	1	1	1	N	C	INTERNAL USE ONLY (3)	
STRUCT	2	2	3	N	R	STRUCTURE NO. (Sequence #)	
SCODE	2	4	5	N	R	STRUCTURE CODE	
CHAR	3	6	8	A	R	CHARACTER	CC
QUAL	3, 1	9	11	N	R	QUALITY	CC
SHAPE	1	12	12	A	R	SHAPE	CC
YB	4	13	16	N	R	YEAR BUILT	CC
YBC	1	17	17	A	R	YEAR BUILT CODE	CC
COND	1	18	18	A	R	CONDITION OF BUILDING	CC
NFS	2	19	20	N	R	NO. OF FULL STOREYS	CC
NPS	1	21	21	N	R	NO. OF PART STOREYS	CC
HT	4	22	25	N	R	HEIGHT	CC
SL	1	26	26	A	R	SPLIT LEVEL	CC
TFLOOR	6	27	32	N	R	TOTAL FLOOR AREA	CC
BASEA	4	33	36	N	R	BASEMENT FLOOR AREA	CC
FBASEA	4	37	40	N	R	FINISHED BASEMENT FLOOR AREA	CC
BTFH	1	41	41	A	R	BASEMENT FINISH	CC
NFB	1	42	42	N	R	NO. OF FULL BATHROOMS	CC
NHB	1	43	43	N	R	NO. OF HALF BATHROOMS	CC
NB	2	44	45	N	R	NO. OF BEDROOMS	CC
NF	1	46	46	N	R	NO. OF FIREPLACES	CC
HTYPE	2	47	48	A	R	HEATING TYPE	CC
CAIR	1	49	49	A	R	CENTRAL AIR CONDITIONING	CC
GTYPE	1	50	50	A	R	GARAGE TYPE	CC
GSPACE	3	51	53	N	R	TOTAL NUMBER GARAGE PARKING SPACES	CC
RESERVED	7	54	60	X		RESERVE FOR FUTURE USE	

(2) DATA ELEMENTS

MNEMONIC	CHARACTERS	POSITION		TYPE	SOURCE	DESCRIPTION	SAS CARD TYPE
		FROM	TO				
OCCUPANT RECORD							
ODUM	1	1	1	N	C	INTERNAL USE ONLY (4)	
OCU	4	2	5	N	R	OCCUPANCY NO	
OCNAME	28	6	33	A	R	OCCUPANT NAME	All
OSTAT	1	34	34	A	R	OCCUPANCY STATUS (O, T)	GG
SCHSP	1	35	35	A	R	SCHOOL SUPPORT	GG
RESCOD	1	36	36	A	R	RESIDENCY CODE	GG
YRBORN	2	37	38	X	R	YEAR BORN	GG
ACTCOD	3	39	41	A	P	ACTIVITY CODE	GG
UNIT - NO	5	42	46	X	R	UNIT NUMBER	
UNITCC	3	47	49	A	R	UNIT CLASS CODE	KK
RTAXC	1	50	50	A	R	REALTY TAX CLASS	PA
BUSTC	1	51	51	A	R	BUSINESS TAX CLASS	PA
ERENT	4	52	55	N	P	ESTIMATED RENT (Future)	PA
RENTA	7	56	62	N	P	RENTABLE AREA	
*RESERVED	8	63	70	N		RESERVED FOR FUTURE USE	FF
ACHANGE	3	71	73	N	R	AUTHORITY FOR CHANGE	
RCHANGE	2	74	75	N	R	REALTY REASON FOR CHANGE	PA
RDATE	6	76	81	N	R	REALTY EFFECTIVE DATE OF CHANGE	PA
BCHANGE	1	82	82	N	R	BUSINESS REASON FOR CHANGE	PA
BDATE	6	83	88	N	R	BUSINESS EFFECTIVE DATE OF CHANGE	PA
RAPNS	10	89	98	N	R	REALTY ASSESSMENT - PUBLIC PLUS NO SUPPORT	PB
RAS	10	99	108	N	R	REALTY ASSESSMENT - SEPARATE	PB
BAPNS	10	109	118	N	R	BUSINESS ASSESSMENT - PUBLIC PLUS NO SUPPORT	PB
BAS	10	119	128	N	R	BUSINESS ASSESSMENT - SEPARATE	PB
*ID	1	129	129	A	R	IDENTIFIER	PB
*COMMENT	28	130	157	X	R	COMMENT CARD	GG
*ESTNAME	28	158	185	X	R	ESTABLISHMENT NAME	MM
*BPER	3	186	188	N	R	BUSINESS PERCENTAGE	HH
RESERVED	8	189	196	X		RESERVE FOR FUTURE USE	PA
NINDIV	4	197	200	N	C	NO. OF INDIVIDUALS	

(2) DATA ELEMENTS

MNEVONIC CHARACTERS	POSITION		TYPE	SOURCE	DESCRIPTION	SAS CARD TYPE
	FROM	TO				
<u>INDIVIDUAL RECORD</u>						
IDUM	1	1	1	N	C	INTERNAL USE ONLY (5)
SEQ	4	2	5	N	R	SEQUENCE NUMBER GG
INAME	28	6	33	X	R	INDIVIDUAL'S NAME GG
SEX	1	34	34	A	R	SEX GG
OSTAT	1	35	35	A	R	OCCUPANCY STATUS (O.T. etc.) GG
REL	1	36	36	A	R	RELIGION GG
SCHLSU	1	37	37	A	R	SCHOOL SUPPORT GG
CITIZ	1	38	38	A	R	CITIZENSHIP GG
FRASN	1	39	39	A	R	FRENCH ASSESSMENT NOTICE GG
YBIRTH	2	40	41	X	R	YEAR OF BIRTH GG
MBIRTH	2	42	43	X	R	MONTH OF BIRTH GG
RESERVED	17	44	60	X		RESERVE FOR FUTURE USE
	60					

Legend:

N - Numeric	R - Ministry of Revenue
A - Alpha	P - Proposed
X - Alpha Numeric	
C - Calculation	All - Appears on all Data Cards
CO - Conversion File	* - 1981 Assessment Changes

Purpose of PDUM, FDUM, SDUM, ODUM and IDUM

Because each tier of the five-tier record is of fixed length and uniquely identified to locate data in a particular field in any tier, it is only necessary to specify the tier and the mnemonic name of the data element.

APPENDIX D

HOUSING DATA BASE

FILE LAYOUT

HOUSING DATA BASE - FILE LAYOUTS

THE HOUSING DATA BASE

The Housing Data Base was created primarily to more clearly define (a) the actual housing types rather than the more loosely coded assessment housing types (b) the population characteristics within the household into distinctive social units. It does, however, use a different file philosophy by creating five separate files sharing a common file reference key.

(1) FILE LAYOUT

The common key to the five files in the H.D.B. are the first 23 characters geographically referenced down to the occupant level.

The five file levels are: . property
 . household
 . social unit
 . individual
 . name.
and

1984 H.D.B. FILE LAYOUT

(2.1) DATA ELEMENTS

MNEMONIC NAME	DATA ELEMENT #	SIZE	FIELD POSITION FROM TO	DATA ELEMENT NAME
------------------	----------------------	------	------------------------------	-------------------

PROPERTY FILE

		REF. KEY			
MUNC	1	2	1	2	MUNICIPALITY
MPD	2	3	3	5	MINOR PLANNING DISTRICT
BPU	3	3	6	8	BASIC PLANNING UNIT
BLK	4	5	9	13	BLOCK - SUB
ROLSB	5	5	14	18	PROPERTY NUMBER
OCC NO	6	4	19	22	OCCUPANT NUMBER
FILE REF NO	7	1	23	23	FILE REF NUMBER (L = O)

FILE

NO HHLDS	8	5	24	28	NUMBER HOUSEHOLDS
TOT INDIV	9	5	29	33	TOTAL INDIVIDUALS
STRUC TYPE	10	2	34	35	TYPE OF STRUCTURE (HOUSING TYPE)
YRBUILT	11	2	36	37	YEAR OF CONSTRUCTION
NO VAC UNIT	12	5	38	42	NUMBER VACANT UNITS
TOT ASSES	13	10	43	52	TOTAL ASSESSMENT
STR NO	14	5	53	57	STREET NUMBER
STR Q	15	1	58	58	STREET QUALIFIER
STR NAME	16	17	59	75	STREET NAME
*SITE A	17	7	76	82	SITE AREA IN ACRES/SQUARE FEET
*UM	18	1	83	83	UNIT OF MEASUREMENT
*T FLOOR	19	6	84	89	TOTAL FLOOR AREA
*ZONEG	20	4	97	96	ZONING
	21	4	97	100	BLANK - FOR EXPANSION

*Additions to File in 1984

Previous Files same without the additions

(2.2) DATA ELEMENTS

MNEMONIC NAME	DATA ELEMENT #	SIZE	FIELD POSITION		DATA ELEMENT NAME
			FROM	TO	

OCCUPANCY FILE

		<u>REF. KEY</u>			
MUNC	1	2	1	2	MUNICIPALITY
MPD	2	3	3	5	MINOR PLANNING DISTRICT
BPU	3	3	6	8	BASIC PLANNING UNIT
BLK	4	5	9	13	BLOCK - SUB
ROLSB	5	5	14	18	PROPERTY NUMBER
OCC NO	6	4	19	22	OCCUPANT NUMBER
FILE REF NO	7	1	23	23	FILE REF NUMBER (L = 1)

FILE

HHLD SOC UNIT	8	9	24	32	HOUSEHOLD SOCIAL UNIT TYPE
NO SOC UNITS	9	3	33	35	NUMBER OF SOCIAL UNITS
OSTAT	10	1	36	36	OCCUPANCY STATUS (O, T, V)
AGE HEAD	11	3	37	39	AGE OF HEAD
SEX HEAD	12	1	40	40	SEX OF HEAD (M, F)
SCHSP	13	1	41	41	SCHOOL SUPPORT (P, S)
NINDIV	14	5	42	46	TOTAL INDIVIDUALS
JUV TOT	15	5	47	51	JUVENILE TOTAL
ADTOT	16	5	52	56	ADULT TOTAL
JUV 0-4	17	5	57	61	JUVENILE 0-4
JUV 5-9	18	5	62	66	JUVENILE 5-9
JUV 10-14	19	5	67	71	JUVENILE 10-14
JUV 15-19	20	5	72	76	JUVENILE 15-19
JUV 20-24	21	5	77	81	ADULT 20-24
ADT 25-54	22	5	82	86	ADULT 25-54
ADT 55-59	23	5	87	91	ADULT 55-59
ADT 60-64	24	5	92	96	ADULT 60-64
ADT 65+	25	5	97	101	ADULT 65+
MISS AGE	26	5	102	106	MISSING AGE
UNIT NO	27	5	107	111	UNIT NUMBER
RASP	28	10	112	121	REALTY ASSESSMENT-PUBLIC OR SEPARATE
	29	29	122	150	BLANK - FOR EXPANSION

(2.3) DATA ELEMENTS

MNEMONIC NAME	DATA ELEMENT #	SIZE	FIELD POSITION FROM TO	DATA ELEMENT NAME
------------------	----------------------	------	------------------------------	-------------------

SOCIAL UNIT FILE

		<u>REF. KEY</u>			
MUNC	1	2	1	2	MUNICIPALITY
MPD	2	3	3	5	MINOR PLANNING DISTRICT
BPU	3	3	6	8	BASIC PLANNING UNIT
BLK	4	5	9	13	BLOCK - SUB
ROLSB	5	5	14	18	PROPERTY NUMBER
OCC NO	6	4	19	22	OCCUPANT NUMBER
FILE REF NO	7	1	23	23	FILE REF NUMBER (L = 2)
SOC UNIT NO	8	3	24	26	SOCIAL UNIT NUMBER
		<u>FILE</u>			
SOC UNIT TYP-1	9	1	27	27	SOCIAL UNIT TYPE
SOC UNIT TYP-2	10	1	28	28	
OSTAT	11	1	29	29	OCCUPANCY STATUS (O, T, S, B, C, V)
AGE HEAD	12	3	30	32	AGE OF HEAD
SEX HEAD	13	1	33	33	SEX OF HEAD (M, F)
SCHSP	14	1	34	34	SCHOOL SUPPORT (P, S)
NINDIV	15	5	35	39	TOTAL INDIVIDUALS
JUVTOT	16	5	40	44	JUVENILE TOTAL
ADTTOT	17	5	45	49	ADULT TOTAL
JUV 0-4	18	5	50	54	JUVENILE 0-4
JUV 5-9	19	5	55	59	JUVENILE 5-9
JUV 10-14	20	5	60	64	JUVENILE 10-14
JUV 15-19	21	5	65	69	JUVENILE 15-19
ADT 20-24	22	5	70	74	ADULT 20-24
ADT 25-54	23	5	75	79	ADULT 25-54
ADT 55-59	24	5	80	84	ADULT 55-59
ADT 60-64	25	5	85	89	ADULT 60-64
ADT 65+	26	5	90	94	ADULT 65+
MISS AGE	27	5	95	99	MISSING AGE
	28	21	100	120	BLANK - FOR EXPANSION

(2.4) DATA ELEMENTS

MNEMONIC NAME	DATA ELEMENT #	SIZE	FIELD POSITION FROM TO	DATA ELEMENT NAME
------------------	----------------------	------	------------------------------	-------------------

INDIVIDUAL FILE

REF. KEY

MUN	1	2	1	2	MUNICIPALITY
MPD	2	3	3	5	MINOR PLANNING DISTRICT
BPU	3	3	6	8	BASIC PLANNING UNIT
BLK	4	5	9	13	BLOCK - SUB
ROLSB	5	5	14	18	PROPERTY NUMBER
OCC NO	6	4	19	22	OCCUPANT NUMBER
FILE REF NO	7	1	23	23	FILE REF NUMBER (L = 3)
SOC UNIT NO	8	3	24	26	SOCIAL UNIT NUMBER
IND NO	9	5	27	31	INDIVIDUALS NUMBER

FILE

AGE IND	10	3	32	34	AGE OF INDIVIDUAL
SEX IND	11	1	35	35	SEX OF INDIVIDUAL
OSTAT	12	1	36	36	OCCUPANCY STATUS
FAMSTAT	13	1	37	37	FAMILY STATUS 1 - IN FAMILY 2 - NOT IN FAMILY
SCHSP	14	1	38	38	SCHOOL SUPPORT
	15	22	39	60	BLANK - FOR EXPANSION

(2.5) DATA ELEMENTS

MNEMONIC NAME	DATA ELEMENT #	SIZE	FIELD POSITION FROM	TO	DATA ELEMENT NAME
<u>NAME FILE*</u>					
<u>REF. KEY</u>					
MUNC	1	2	1	2	MUNICIPALITY
MPD	2	3	3	5	MINOR PLANNING DISTRICT
BPU	3	3	6	8	BASIC PLANNING UNIT
BLK	4	5	9	13	BLOCK - SUB
ROLSB	5	5	14	18	PROPERTY NUMBER
OCC NO	6	4	19	22	OCCUPANT NUMBER
FILE REF NO	7	1	23	23	FILE REF NUMBER (L = 4)
SOC UNIT NO	8	3	24	26	SOCIAL UNIT NUMBER
IND NO	9	5	27	31	INDIVIDUALS NUMBER
<u>FILE</u>					
AGE IND	10	3	32	34	AGE OF INDIVIDUAL
SEX IND	11	1	35	35	SEX OF INDIVIDUAL
OSTAT	12	1	36	36	OCCUPANCY STATUS
FAM STAT	13	1	37	37	FAMILY STATUS 1 - IN FAMILY 2 - NOT IN FAMILY
NAME	14	28	38	65	NAME OF INDIVIDUAL
	15	25	66	90	BLANK - FOR EXPANSION

*This File can be read only by written authorization of the Commissioner of Planning.



APPENDIX E

REGIONAL PLANNING DATA BANK

FILE LAYOUT

REGIONAL PLANNING DATA BANK

PROPERTY FILE

(2) DATA ELEMENTS

MNEMONIC CHARACTERS		POSITION FROM TO		TYPE	SOURCE	DESCRIPTION	SAS CAR TYPE
CNTY	2	1	2	N	R	COUNTY NUMBER	All
MUN	2	3	4	N	R	MUNICIPALITY NUMBER	All
MPD	3	5	7	N	CO	MINOR PLANNING DISTRICT	
BPU	3	8	10	N	CO	BASIC PLANNING UNIT	
BLOCK	3	11	15	N	CO	PLANNING BLOCK NUMBER	
ROLSB	5	16	20	N	R	ROLL NO. & SUB NO. (PARCEL NO.)	All
OCC	4	21	24	N	R	OCCUPANT	
PDCM	1	25	25	N	C	FOR INTERNAL USE ONLY (1)	
CNTY	2	26	27	N	R	COUNTY NUMBER	All
MUNC	2	28	29	N	R	MUNICIPALITY NUMBER	All
MPD	3	30	32	N	CO	MINOR PLANNING DISTRICT	
BPU	3	33	35	N	CO	BASIC PLANNING UNIT NUMBER	PRIME PLANNING
BLK	5	36	40	N	CO	PLANNING BLOCK NUMBER	GEOGRAPHICAL
BFACE	2	41	42	N	CO	BLOCK FACE	UNIT
MAP	2	43	44	N	R	MAP AREA NUMBER	ASSESSMENT All
DIV	1	45	45	N	R	MAP DIVISION NUMBER	GEOGRAPHICAL All
SDIV	3	46	48	N	R	MAP SUBDIVISION NUMBER	UNIT All
ROLSB	5	49	53	N	R	ROLL NO & SUB NO (PARCEL NO)	All
WARD	2	54	55	N	R	WARD	ELECTORAL AA
POLL	3	56	58	N	R	POLL	GEOGRAPHICAL AA
PSUF	1	59	59	N	R	POLL SUFFIX	UNIT AA
GEO	12	60	71	X	P	GEOCODE	
TZONE	3	72	74	N	CO	TRAFFIC ZONE	
COMM	3	75	77	N	CO	COMMUNITY	
NBHD	3	78	80	N	CO	NEIGHBOURHOOD	
FILLER	6	81	86	X		RESERVED FOR FUTURE USE	
BFI	8	87	94	N	CO	BLOCK FACE IDENTIFIER	
MFILE	4	95	98	X	CO	MAP FILE NUMBER	
DRNGA	1	99	99	N	CO	DRAINAGE AREA	
WATPZ	2	100	101	N	CO	WATER PRESSURE ZONE	
FRONT	6, 2	102	107	N	R	FRONTAGE (Feet)	BB
SITEA	7, 2	108	114	N	R	SITE AREA IN ACRES/SQUARE FEET	BB
UM	1	115	115	A	R	UNIT OF MEASUREMENT	BB
DEPTH	5, 2	116	120	N	R	DEPTH OR FFE ACREAGE	BB

April 9, 1985

PROPERTY FILE (Continued)

(2) DATA ELEMENTS

MNEMONIC	CHARACTERS	POSITION FROM	TO	TYPE	SOURCE	DESCRIPTION	SAS CAN TYPE
PROP	3	121	123	N	R	PROPERTY CODE	BB
ZONEG	7	124	130	X	R	ZONING	BB
SERV	1	131	131	A	R	SERVICES	BB
ACCS	1	132	132	A	R	ACCESS	BB
MEXEMP	4	133	136	N	R	METRO EXEMPTION	BB
PROWN	28	137	164	X	R	PROPERTY OWNER NAME	GG
STR	5	165	169	N	R	STREET NUMBER	KK
UPST	5	170	174	N	R	UPPER STREET NUMBER	KK
STRQ	1	175	175	A	R	STREET NUMBER QUALIFIER	KK
SNAME	17	176	192	A	R	STREET NAME	KK
UNIT - NO.	5	193	197	X	R	UNIT NUMBER	KK
SHORTD	28	198	225	X	R	SHORT DESCRIPTION	LL
TOTASS	10	226	235	N	R	TOTAL ASSESSMENT	PA
ACHANGE	3	236	238	N	R	AUTHORITY FOR CHANGE	PA
RCHANGE	2	239	240	N	R	REALTY REASON FOR CHANGE	PA
RDATE	6	241	246	N	R	REALTY EFFECTIVE DATE OF CHANGE	PA
BCHANGE	1	247	247	N	R	BUSINESS REASON FOR CHANGE	PA
BDATE	6	248	253	N	R	BUSINESS EFFECTIVE DATE OF CHANGE	PA
UNITCC	3	254	256	A	R	UNIT CLASS CODE	PA
RPF-ID	1	257	257	A	R	IDENTIFIER	PA
RESCOD	1	258	258	A	R	RESIDENCY CODE	GG
COMMENT	28	259	286	X	R	COMMENT CARD	GG
ESTNAME	28	287	314	X	R	ESTABLISHMENT NAME (MAILING)	MM
PINDIV	4	315	318	N	C	NUMBER OF INDIVIDUALS AT PROPERTY	HH
FILLER	8	319	326	X		RESERVE FOR FUTURE USE	
NSTRUCT	2	327	328	N	C	NUMBER OF STRUCTURES	
NOCC	4	329	332	N	C	NUMBER OF OCCUPANCIES	
NFSTP	2	333	334	N	C	NUMBER OF FARM SOIL PARCELS	
FILLER	20	335	354	X			

April 9, 1985

REGIONAL PLANNING DATA BANK

FARM SOIL FILE

(2) DATA ELEMENTS

MNEMONIC CHARACTERS		POSITION FROM TO		TYPE	SOURCE	DESCRIPTION	SAS CARD TYPE
CNTY	2	1	2	N	R	COUNTY NUMBER	All
MUN	2	3	4	N	R	MUNICIPALITY NUMBER	All
MPD	3	5	7	N	CO	MINOR PLANNING DISTRICT	
BPU	3	8	10	N	CO	BASIC PLANNING UNIT	
BLOCK	5	11	15	N	CO	PLANNING BLOCK NUMBER	
ROLSB	5	16	20	N	R	ROLL NO. & SUB NO. (PARCEL NO.)	All
OCC	4	21	24	N	R	OCCUPANT	
FDUM	1	25	25	N	C	INTERNAL USE ONLY (2)	
SEQ	2	26	27	N	R	SEQUENCE NUMBER	DD
ACRES	6, 2	28	33	N	R	ACREAGE	DD
SOILTX	1	34	34	N	R	SOIL TEXTURE	DD
SOILCL	1	35	35	N	R	SOIL CLASS	DD
TLG	1	36	36	A	R	TILING	DD
CLMZ	1	37	37	N	R	CLIMATIC ZONE	DD
WOODAC	6, 2	38	43	N	R	WOODED ACRES	DD
TRPLYR	2	44	45	N	R	TREE PLANTATION YEAR	DD
TRTYPE	1	46	46	N	R	TREE TYPE	DD
TTPAC	1	47	47	N	R	TREES PER ACRE	DD
FORMS	1	48	48	A	R	FOREST MANAGEMENT STATUS	DD
ACORCH	6, 2	49	54	N	R	ACRES ORCHARD	DD
FILLER	10	55	64	X		RESERVE FOR FUTURE USE	
FILLER	<u>20</u>	65	84	X			
	40						

April 9, 1985

REGIONAL PLANNING DATA BANK

STRUCTURE FILE

(2) DATA ELEMENTS

MNEMONIC CHARACTERS		POSITION FROM TO		TYPE	SOURCE	DESCRIPTION	SAS CARD TYPE
CNTY	2	1	2	N	R	COUNTY NUMBER	All
MUN	2	3	4	N	R	MUNICIPALITY NUMBER	All
MPD	3	5	7	N	CO	MINOR PLANNING DISTRICT	
BPU	3	8	10	N	CO	BASIC PLANNING UNIT	
BLOCK	5	11	15	N	CO	PLANNING BLOCK NUMBER	
ROLSB	5	16	20	N	R	ROLL NO. & SUB NO. (PARCEL NO.)	All
OCC	4	21	24	N	R	OCCUPANT	
SDUM	1	25	25	N	C	INTERNAL USE ONLY (3)	
STRUCT	2	26	27	N	R	STRUCTURE NO. (Sequence #)	
SCODE	2	28	29	N	R	STRUCTURE CODE	CC
CHAR	3	30	32	A	R	CHARACTER	CC
QUAL	3, 1	33	35	N	R	QUALITY	CC
SHAPE	1	36	36	A	R	SHAPE	CC
YB	4	37	40	N	R	YEAR BUILT	CC
YBC	1	41	41	A	R	YEAR BUILT CODE	CC
COND	1	42	42	A	R	CONDITION OF BUILDING	CC
NFS	2	43	44	N	R	NO. OF FULL STOREYS	CC
NPS	1	45	45	N	R	NO. OF PART STOREYS	CC
HT	4	46	49	N	R	HEIGHT	CC
SL	1	50	50	A	R	SPLIT LEVEL	CC
TFLOOR	6	51	56	N	R	TOTAL FLOOR AREA	CC
BASEA	4	57	60	N	R	BASEMENT FLOOR AREA	CC
FBASEA	4	61	64	N	R	FINISHED BASEMENT FLOOR AREA	CC
BTFH	1	65	65	A	R	BASEMENT FINISH	CC
NFB	1	66	66	N	R	NO. OF FULL BATHROOMS	CC
NHB	1	67	67	N	R	NO. OF HALF BATHROOMS	CC
NB	2	68	69	N	R	NO. OF BEDROOMS	CC
NF	1	70	70	N	R	NO. OF FIREPLACES	CC
HTYPE	2	71	72	A	R	HEATING TYPE	CC
CAIR	1	73	73	A	R	CENTRAL AIR CONDITIONING	CC
GTYPE	1	74	74	A	R	GARAGE TYPE	CC
GSPACE	3	75	77	N	R	TOTAL NUMBER GARAGE PARKING SPACES	CC
FILLER	7	78	84	X		RESERVE FOR FUTURE USE	
FILLER	20	85	104	X			

April 9, 1985

REGIONAL PLANNING DATA BANK

OCCUPANT FILE

(2) DATA ELEMENTS

MNEMONIC	CHARACTERS	POSITION FROM	TO	TYPE	SOURCE	DESCRIPTION	SAS CAR. TYPE
CNTY	2	1	2	N	R	COUNTY NUMBER	AI
MUN	2	3	4	N	R	MUNICIPALITY NUMBER	AI
MPD	3	5	7	N	CO	MINOR PLANNING DISTRICT	
BPU	3	8	10	N	CO	BASIC PLANNING UNIT	
BLOCK	5	11	15	N	CO	PLANNING BLOCK NUMBER	
ROLSB	5	16	20	N	R	ROLL NO. & SUB NO. (PARCEL NO.)	AI
OCC	4	21	24	N	R	OCCUPANT	
ODUM	1	25	25	N	C	INTERNAL USE ONLY (4)	
OCU	4	26	29	N	R	OCCUPANCY NO	AI
OCNAME	28	30	57	A	R	OCCUPANT NAME	GG
OSTAT	1	58	58	A	R	OCCUPANCY STATUS (O, T)	GG
SCHSP	1	59	59	A	R	SCHOOL SUPPORT	GG
RESCOD	1	60	60	A	R	RESIDENCY CODE	GG
YRBORN	2	61	62	X	R	YEAR BORN	GG
ACTCOD	3	63	65	A	P	ACTIVITY CODE	
UNIT - NO	5	66	70	X	R	UNIT NUMBER	KK
UNITCC	3	71	73	A	R	UNIT CLASS CODE	PA
RTAXC	1	74	74	A	R	REALTY TAX CLASS	PA
BUSTC	1	75	75	A	R	BUSINESS TAX CLASS	PA
ERENT	4	76	79	N	P	ESTIMATED RENT (Future)	
RENTA	7	80	86	N	P	RENTABLE AREA	FF
FILLER	8	87	94	N		RESERVED FOR FUTURE USE	
ACHANGE	3	95	97	N	R	AUTHORITY FOR CHANGE	PA
RCHANGE	2	98	99	N	R	REALTY REASON FOR CHANGE	PA
ADATE	6	100	105	N	R	REALTY EFFECTIVE DATE OF CHANGE	PA
BCHANGE	1	106	106	N	R	BUSINESS REASON FOR CHANGE	PA
BDATE	6	107	112	N	R	BUSINESS EFFECTIVE DATE OF CHANGE	PA
RAPNS	10	113	122	N	R	REALTY ASSESSMENT - PUBLIC PLUS NO SUPPORT	PB
RAS	10	123	132	N	R	REALTY ASSESSMENT - SEPARATE	PB
BAPNS	10	133	142	N	R	BUSINESS ASSESSMENT - PUBLIC PLUS NO SUPPORT	PB
BAS	10	143	152	N	R	BUSINESS ASSESSMENT - SEPARATE	PB
ID	1	153	153	A	R	IDENTIFIER	GG
COMMENT	28	154	181	X	R	COMMENT CARD	MM
ESTNAME	28	182	209	X	R	ESTABLISHMENT NAME	HH
BPER	3	210	212	N	R	BUSINESS PERCENTAGE	PA
FILLER	8	213	220	X		RESERVE FOR FUTURE USE	
NINDIV	9	221	224	N	C	NO. OF INDIVIDUALS	
FILLER	<u>20</u>	225	244	X			
	244						

April 9, 1985

REGIONAL PLANNING DATA BANK

INDIVIDUAL FILE

(2) DATA ELEMENTS

MNEMONIC CHARACTERS		POSITION FROM TO		TYPE	SOURCE	DESCRIPTION	SAS CARD TYPE
CNTY	2	1	2	N	R	COUNTY NUMBER	All
MUN	2	3	4	N	R	MUNICIPALITY NUMBER	All
MPD	3	5	7	N	CO	MINOR PLANNING DISTRICT	
BPU	3	8	10	N	CO	BASIC PLANNING UNIT	
BLOCK	3	11	15	N	CO	PLANNING BLOCK NUMBER	
ROLSB	3	16	20	N	R	ROLL NO. & SUB NO. (PARCEL NO.)	All
OCC	4	21	24	N	R	OCCUPANT	
IDUM	1	25	25	N	C	INTERNAL USE ONLY (5)	
SEQ	4	26	29	N	R	SEQUENCE NUMBER	GG
INAME	28	30	57	X	R	INDIVIDUAL'S NAME	GG
SEX	1	58	58	A	R	SEX	GG
OSTAT	1	59	59	A	R	OCCUPANCY STATUS (O.T. etc.)	GG
REL	1	60	60	A	R	RELIGION	GG
SCHLSU	1	61	61	A	R	SCHOOL SUPPORT	GG
CITIZ	1	62	62	A	R	CITIZENSHIP	GG
FRASN	1	63	63	A	R	FRENCH ASSESSMENT NOTICE	GG
YBIRTH	2	64	65	X	R	YEAR OF BIRTH	GG
MBIRTH	2	66	67	X	R	MONTH OF BIRTH	GG
FILLER	17	68	84	X		RESERVE FOR FUTURE USE	
FILLER	20	85	104	X			

Legends:

N	-	Numeric	R	-	Ministry of Revenue
A	-	Alpha	P	-	Proposed
X	-	Alpha Numeric	All	-	Appears on all Data Cards
C	-	Calculation			
CO	-	Conversion File			

April 9, 1985



APPENDIX F

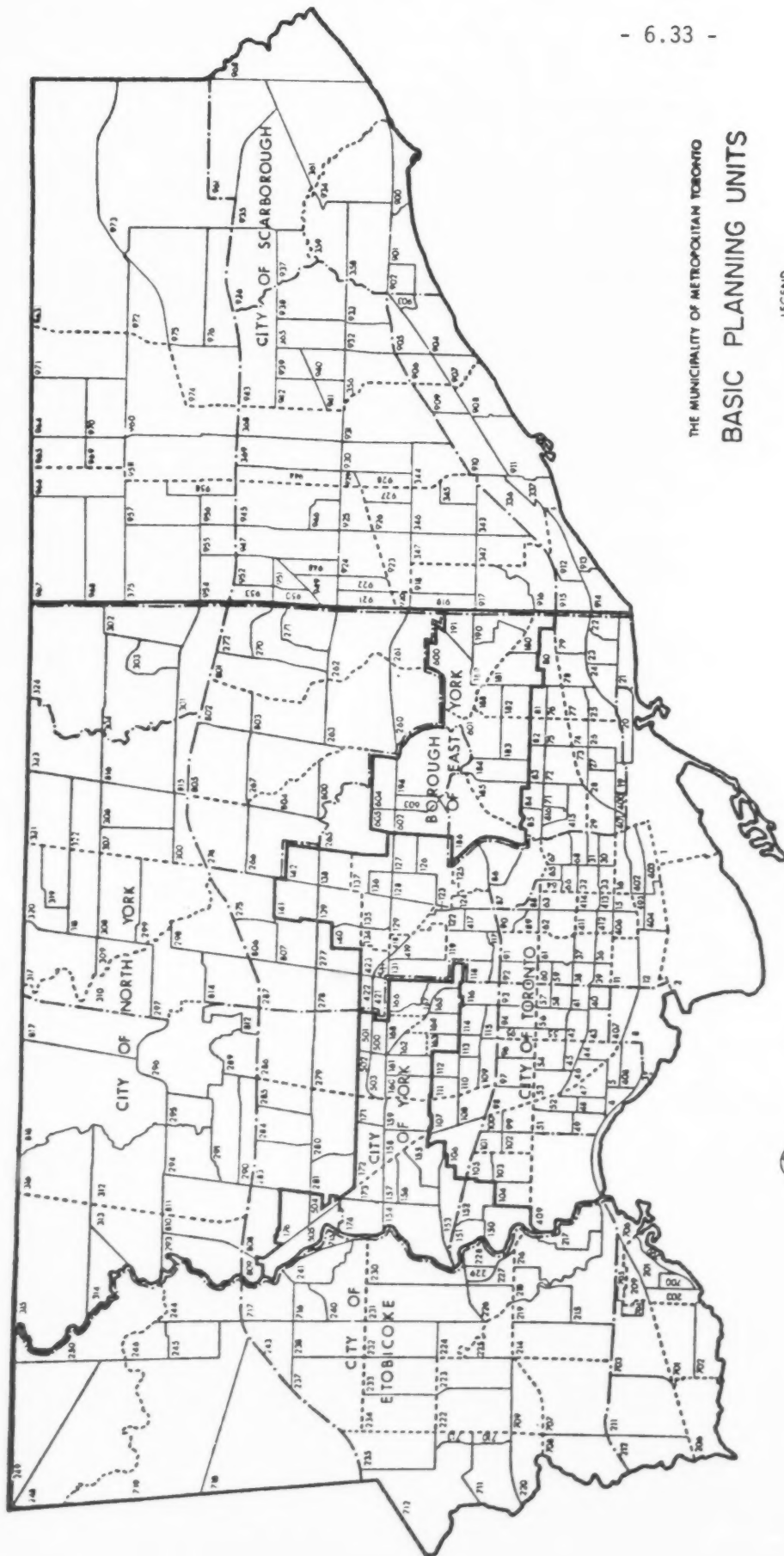
REFERENCE MAPS



LOCAL MUNICIPALITIES







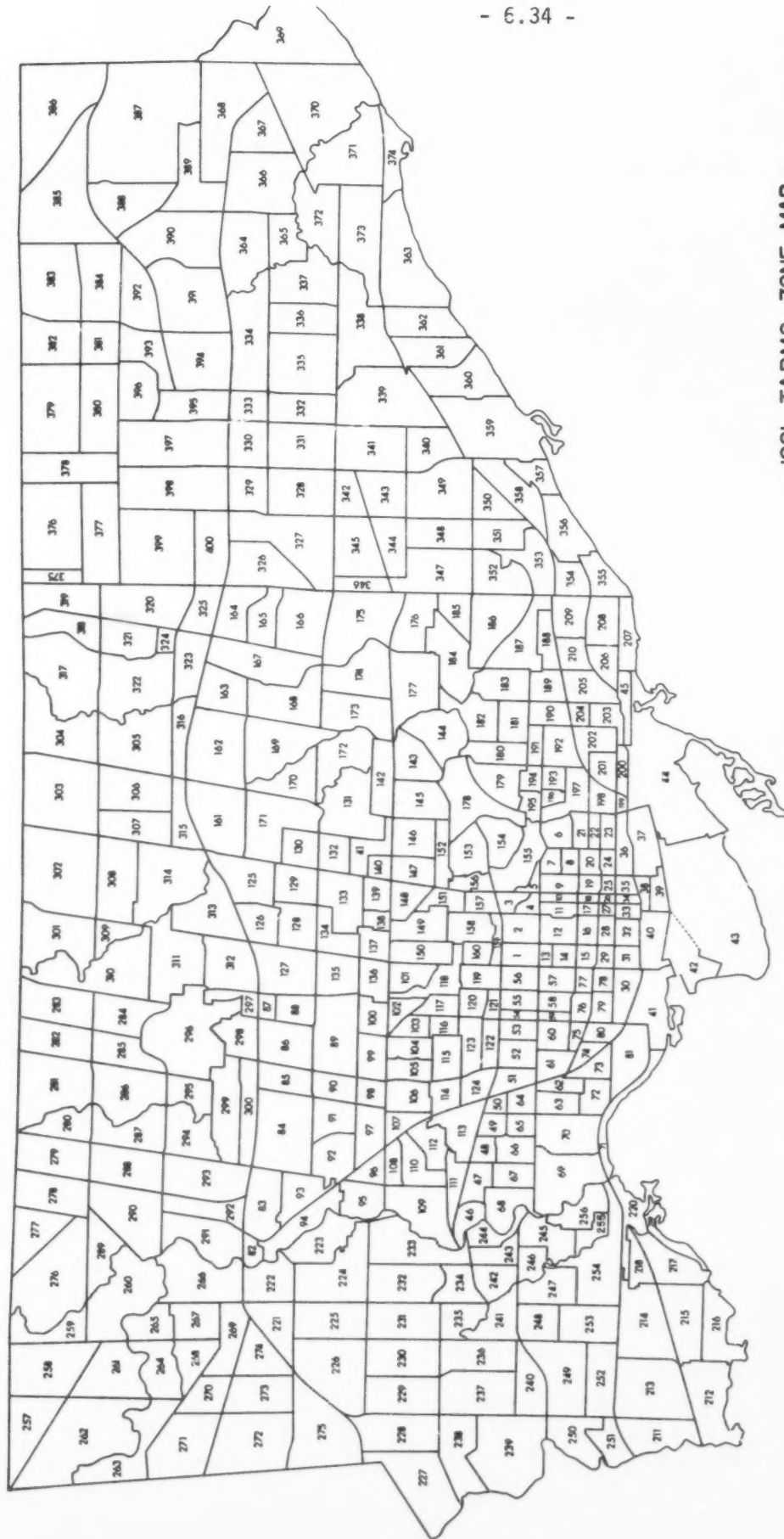
THE MUNICIPALITY OF METROPOLITAN TORONTO BASIC PLANNING UNITS

LEGEND

MUNICIPAL BOUNDARIES
 PLANNING DISTRICT BOUNDARIES
 MINOR PLANNING DISTRICT BOUNDARIES
 BASIC PLANNING UNIT BOUNDARIES
 BASIC PLANNING UNIT NUMBER

NUMBER OF B P.U.'s	
TORONTO	147
SCARBOROUGH	92
NORTH YORK	73
ETOBICOKE	58
YORK	30
EAST YORK	18
METRO	418





- 1981 TARM.S. ZONE MAP -
(TORONTO AREA REGION MODEL STUDY)